



VILLAGE OF CHITTENANGO

222 Genesee Street

Chittenango, New York

Minutes

April 24, 2025

Meeting Call to Order/Pledge of Allegiance

At 7:00PM the meeting was called to order. All stood and recited the Pledge of Allegiance. Attending were Mayor Louis Cianfrocco, Trustee Melinda Kopp, Trustee Colleen Baldwin, Trustee Wayne Horning and Trustee Russell Wehner,. Also in attendance were Village Attorney Nadine Bell, Village Administrator Robert Freunscht, Village Clerk-Treasurer Karen Hawkins, Deputy Village Clerk-Treasurer Caroline Brazeau, Police Chief Shawn Broton, ZBA/PB Chair Robert Salmon, ZB/PB Member Ronnie Jackson, Linda Kendall, Paul Gloska, Kenneth Greene, Mary Price and Tom Kopp.

Honorariums/Memoriams/Proclamations

There were no Honorariums/Memoriams/Proclamations.

Minutes

March 27, 2025 BOT Meeting

April 7, 2025 Organizational Meeting

Trustee Wehner made a motion to approve the March 27, 2025 Board of Trustees Meeting minutes and the April 7, 2025 Organizational Meeting minutes as presented. Trustee Baldwin seconded the motion. All in favor. Motion carried.

Monthly Reports

DPW/Village Administrator

Clerks

Police

Codes

Court Monthly Audit

WWTP Report

DPW Update – Mr. Freunscht provided the following information:

- (1) Regarding the Burning Hollow trash issue, signs have been posted stating \$250 fine for any violation;
- (2) ARPA Funds – Mr. Freunscht advised that he signed off on the final report stating that all ARPA funds had been spent

Trustee Baldwin had questions regarding the following:

- (1) NY Forward Grant Working Group – in the process of canvassing Village participants to join with New York State agencies and the consultant regarding selection of projects;
- (2) Website Upgrade - .gov website has been launched; need to change over from .org to .gov but need to clear browser before that can be done; DPW work form and meeting documents will be made available; request made to shrink Trustees' photos on their bio pages



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Madison County is installing high speed fiber optics through the County which includes the Village. Residents will have another option in addition to Spectrum. Empire Access is the company. Go to Madison County Connect to gain more information.

Mr. Freunscht was unable to attend the Canal Event Meeting. Canal meetings are the second Thursday of each month if anyone on the Board wishes to attend when Mr. Freunscht cannot.

It was mentioned that the Valley Acres survey by Forrest SeGuin is taking too long. Mr. Freunscht will follow up.

Negotiations are ongoing with Demario to change hauling our sludge to Demario's composting facility rather than to the Madison County landfill.

Trustee Wehner stated that he was glad to see the WWTP report.

Trustee Kopp made a motion to approve the reports as presented. Trustee Wehner seconded the motion. All in favor. Motion carried

New Business

Mayor – Adopt 2025-2026 Final General Fund and Sewer Fund Budgets

Mr. Freunscht advised that the Clerk's Revenue line was cut from \$2,000 to \$500; \$47,000 has been earmarked in the Capital Account for Building Expenses and \$75,000 for DPW Equipment. Trustee Wehner stated that he wanted the Village Tax Rate to be lowered back to 6.82 from 6.95. Trustee Wehner made a motion to change the 2025 Village Tax Rate to 6.82. Trustee Kopp seconded the motion. Trustee Horning voted in the affirmative. Trustee Baldwin abstained. Motion was carried. Having no further discussion, Trustee Baldwin made a motion to adopt the General Fund and Sewer Fund Budgets. Trustee Horning seconded the motion. All in favor. Motion carried

Adopt Resolution for Harriet Tubman Underground Railroad New York Scenic Byway Nomination and Corridor Management Plan Adoption

Mayor Cianfrocco explained that the resolution asks for support of the designation of the Harriet Tubman Underground Railroad New York Scenic Byway which traverses New York State from New York City to Niagara Falls in order to support future Byway program development. Trustee Kopp made a motion to adopt the Resolution for Harriet Tubman Underground Railroad New York Scenic Byway Nomination and Corridor Management Plan Adoption. Trustee Horning seconded the motion. All in favor. Motion carried. (PLEASE REFER TO RESOLUTION ATTACHED AS AN ADDENDUM TO THESE MINUTES)

Board of Trustees New Email Addresses

Mr. Freunscht announced that the Board Members are getting new .gov email addresses. He advised them to cease personal emails for Village business



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Discuss Recognition of Dave Mirra

There was some discussion regarding how the Village might honor Village native Dave Mirra (April 4, 1974 – February 4, 2016). Dave was an American BMX rider who also competed in rallycross racing. He set the record for most medals in BMX Freestyle at the X Games. Some ideas discussed: plaque at the skateboard park; containerize one of his bikes at Recognition Park. This will require further discussion and consideration.

Summer 2025 Community Policing Initiative Update

Chief Broton provided some information regarding the walking patrols through the Business District. He also advised that the Village PD is purchasing two electric assist bikes to help with the patrols. The PD is staying on top of vehicles that are passing school buses.

Discuss Bolivar Heights Intersection

There was discussion regarding placement of a STOP SIGN at the intersection of Burning Hollow Drive and Horizon Drive. That area is used as a cut through to Bolivar Road and traffic goes too fast through there. Mr. Freunschdt stated that a local law would have to be passed for a three-way stop. Attorney Bell said that she would look at the Vehicle & Traffic Law to see if this could be accomplished through an Order rather than a Law.

Trustee Kopp made a motion to have Village Attorney Bell investigate a possible Order to accomplish a three-way stop in this area. Trustee Baldwin seconded the motion. All in favor. Motion carried.

Betterment Day Update

Trustee Baldwin advised that all is set for April 26th. Each group has their selected area for cleanup. Some groups may postpone their time for cleanup to avoid the rain that is expected. Harrington Cemetery is the only area needing coverage. (PLEASE NOTE: Karen Hawkins, Caroline Brazeau and Joanne Lesko began the cleanup process in Harrington Cemetery on Betterment Day).

Accept Resignation of Zoning/Planning Board Secretary Jill Doss

Jill Doss submitted her letter resigning as Zoning Board/Planning Board Secretary effective May 5, 2025. Trustee Wehner made a motion to accept Jill Doss' resignation effective May 5, 2025. Trustee Kopp seconded the motion. All in favor. Motion carried.

Appoint Caroline Brazeau Zoning/Planning Board Secretary

Mayor Cianfrocco put forth the name of Caroline Brazeau for appointment to the Zoning Board/Planning Board Secretary position being vacated by Jill Doss. Trustee Wehner made a motion to approve the appointment of Caroline Brazeau to the Zoning Board/Planning Board Secretary position. Trustee Baldwin seconded the motion. All in favor. Motion carried.



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Village Administrator – Approve Notice of RFPs for Asphalt Paving Bids

Mr. Freunscht recommended to the Board that the Village Notice Requests for Proposal for the 2025 Asphalt Paving Project be approved and that bid opening would take place in the Village Board Room on May 20, 2025 at 10:00AM. Trustee Baldwin made a motion to have the Village Clerk publish a notice for Requests for Proposals for the 2025 Asphalt Paving Project, bids to be opened in the Village Board Room on May 20, 2025 at 10:00AM. Trustee Horning second the motion. All in favor. Motion carried.

Authorize Mayor to Sign Grant Application for Generator

Mr. Freunscht requested that the Board authorize the Mayor to sign the grant application for a new generator. Trustee Horning made a motion to authorize the Mayor to sign the grant application for a new generator. Trustee Baldwin seconded the motion. All in favor. Motion carried.

Approve Hiring Consultant to Assist with Accounting Records

To be discussed during Executive Session.

Codes – Approve Request to Attend NYSAFC Codes Training at 119th Annual Conference & Fire 2025 Expo

Trustee Wehner made a motion to approve Mr. Geer's attendance at the NYSAFC Codes Training at 119th Annual Conference & Fire 2025 Expo. Trustee Baldwin seconded the motion. All carried. Motion carried.

Any Other Business That May Come Before the Board

Abstracts

General Abstract #011 Vouchers #549 - 602 in the amount of \$ 99,450.52 and Sewer Abstract #011 Vouchers #132 - 139 in the amount of \$ 17,043.92.

Trustee Horning made a motion to approve the General and Sewer Abstracts as presented. Trustee Baldwin seconded the motion. All in favor. Motion carried.

Next Month's Audit Team: Colleen Baldwin and Wayne Horning



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Events

May 1 – Spaghetti Dinner, American Legion, 4:30-6:30PM
May 2 – Chittenango School Fair, High School, 5:30-7:30PM
May 3 – I Love My Parks, Chittenango Landing Canal Boat Museum, 9:00AM-4:00PM
May 7 – High School Spring Concert I, High School, 6:30-8:30PM
May 10 – Baby/Child Clothing Exchange, St. Paul's Episcopal Church, 10:00AM-2:00PM
May 11 – Mother's Day Brunch, American Legion, 9:00AM-1:00PM
May 14 – High School Spring Concert II, High School, 6:30-8:30PM
May 14 – DEC State Burn Ban Ends (unless extended)
May 18 – Chittenango Garden Club Plant Sale, Stickles Park, 8:00AM-1:00PM
May 20 – Madison County Drive-Thru Rabies Clinic, Oneida Public Library, 4:00-7:00PM
May 21- CMS Spring Concert I, Chittenango Middle School, 6:30-8:30PM

Executive Session

At 7:48PM Trustee Baldwin made a motion to go into Executive Session to discuss personnel and possible litigation. Trustee Kopp seconded the motion to go into Executive Session. All in favor. Motion carried.

At 8:40PM Trustee Kopp made a motion to come out of Executive Session. Trustee Horning seconded the motion to come out of Executive Session. All in favor. Motion carried.

At 8:42PM Trustee Baldwin made a motion to hire Lou Anne Randall as a consultant to assist with bookkeeping as long as both sides can agree on an hourly rate. Trustee Horning seconded the motion. All in favor. Motion carried.

Next Monthly BOT Meeting is May 22, 2025 at 7:00PM .

Adjournment

At 8:44PM Trustee Wehner made a motion to adjourn the meeting. Trustee Kopp seconded the motion. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
Karen Hawkins
Village Clerk-Treasurer

Addendum to April 24, 2025

Board of Trustees Meeting

RESOLUTION FOR HARRIET TUBMAN UNDERGROUND RAILROAD

NEW YORK SCENIC BYWAY NOMINATION

AND CORRIDOR MANAGEMENT PLAN ADOPTION

Resolution for Harriet Tubman Underground Railroad New York Scenic Byway Nomination
and Corridor Management Plan Adoption

WHEREAS, the historic qualities of the Harriet Tubman Underground Railroad New York Scenic Byway, as described in the corridor management plan, and the surrounding areas have been appreciated and celebrated for over a century by the residents of New York State, as well as tourists, historians, artists, authors, and other visitors to the region; and it is this unique combination of the journeys of Harriet Tubman and those Freedom Seekers who traveled on the Underground Railroad that create the special sense of place that is vital in telling the New York story of the human desire for freedom and the historic sites they created during their journey to emancipation; and

WHEREAS, the Steering Committee of the Harriet Tubman Underground Railroad New York Scenic Byway, composed of representatives of 22 municipalities along the proposed scenic byway route, committed to work cooperatively to protect and promote the historic, scenic, recreational, and economic well-being of the 544-mile Corridor throughout the state and agreed to pursue the nomination of the Harriet Tubman Underground Railroad New York Scenic Byway; and

WHEREAS, under the leadership of the Harriet Tubman Underground Railroad New York Scenic Byway Steering Committee, each of the 22 counties contributed to the development of this corridor management plan by forming local byway groups, encouraging public participation, and leading individual meetings of the Collaborative; and

WHEREAS, the Advisory Committee of the Harriet Tubman Underground Railroad New York Scenic Byway, consisting of relatives of Harriet Tubman, descendants of Freedom Seekers, Harriet Tubman and/or Underground Railroad historians, representatives from state and federal agencies has strengthened the historic integrity, representation, and the principles of the corridor management plan; and

WHEREAS, in the process of developing this corridor management plan, the Harriet Tubman Underground Railroad New York Scenic Byway Steering Committee has strengthened the bonds of inter-municipal cooperation, and the involved entities envision further benefit through scenic byway designation including sustained collaborative progress, increased funding opportunities for recommendations identified in the plan, enhanced partnerships with agencies responsible for the stewardship of resources along and adjacent to the byway route, and an improved transportation experience that preserves, interprets, and promotes the corridor's intrinsic qualities and resources; and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Chittenango supports the designation of the Harriet Tubman Underground Railroad New York Scenic Byway which includes programs for stewardship and enhancement of the scenic byway and guidance to manage future activities along its corridor; and

BE IT FURTHER RESOLVED, that the Village of Chittenango supports the designation of the Harriet Tubman Underground Railroad New York Scenic Byway which Town of Sullivan confirms that they will not approve any requests for new off-premise outdoor advertising signs along the designated Harriet Tubman Underground Railroad New York Scenic Byway route; and

BE IT FURTHER RESOLVED, that the Village of Chittenango supports the designation of the Harriet Tubman Underground Railroad New York Scenic Byway which will work in partnership with the other municipalities along the Harriet Tubman Underground Railroad New York Scenic Byway and local and regional stakeholders in order to support future Byway program development and collaborate with these interested entities to explore opportunities for cooperation and methods to advance the Scenic Byway.

Dated: 4/24/2025


Louis Cianfrocco, Mayor

Dated: April 24, 2025

Melinda Kopp
Melinda Kopp, Trustee

Dated: April 24, 2025

Colleen Baldwin
Colleen Baldwin, Trustee

Dated: April 24, 2025

Wayne Horning
Wayne Horning, Trustee

Dated: APRIL 24, 2025

Russell Wehner
Russell Wehner, Trustee

State of New York
County of Madison

On April 24, 2025 before me, Karen M. Hawkins personally appeared Louis Cianfrocco, Mayor; Melinda Kopp, Trustee; Colleen Baldwin, Trustee; Wayne Horning, Trustee; and Russell Wehner, Trustee who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) are subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacity(ies), and that by their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of New York that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: Karen M. Hawkins
Karen M. Hawkins
Notary Public

