VILLAGE OF CHITTENANGO

222 Genesee Street

Chittenango, New York

Minutes

May 22, 2025

PLEASE NOTE: THIS MEETING WAS NOT RECORDED DUE TO TECHNICAL DIFFICULTIES.

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, ZB/PB Member Ronnie Jackson, Linda Kendall, Paul Gloska, Kenneth Greene and Tania Mousaw.

Honorariums/Memoriams/Proclamations

The Mayor requested a minute of silence in memory of Phillip Seamans, long time Chittenango resident and former Village Mayor from 1976 to 1978.

Minutes
April 24, 2025 BOT Meeting Minutes

Trustee Horning made a motion to approve the April 24, 2025 Board of Trustees Meeting Minutes as presented. Trustee Kopp 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) NY Forward – all information is on the chittenango.gov website; the Local Planning Committee (LPC) meeting on May 20th was well attended; the State consultants did a great job; LPC binders were distributed; June 11th open meeting is planned 6-8PM at the library; this will open up the formal application process; another LPC meeting is scheduled for June 25th at CLCBM; there is a $600,000 threshold whereby no State approval will be needed; a strategic investment plan is being constructed; the Village has five years to spend the 4.5 million dollars

(2) Website – the transition for chittenango.org to Chittenango.gov is underway and should be completed in the next few weeks

(3) CLCBM is having the dedication for the kayak boat launch on June 14th starting at 11:00AM; it's an all day fundraising event for the museum.

(4) Tent Sites – waiting to get information from the State and Madison County regarding specifications for lot sizes for the tent sites

Mr. Freunscht advised that Onondaga County Executive Ryan McMahon announced at the Onondaga County Mayors' Meeting that MICRON will break ground in October. There is an estimated 5,000 construction jobs. Fab 1 to be completed by 2028; Fab 2 to be completed by 2030.

Police Report – Trustee Wehner had a question regarding the felony arrests. Chief Broton advised that the Police Department is presently doing more case management and implementing quality controls.

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

Mayor – Approve Order to Install Stop Sign at Burning Hollow Dr. and Horizon Dr. Intersection

Attorney Bell advised that an Order has been prepared for the Board's consideration to complete installation of the Stop Sign at the Burning Hollow Dr. and Horizon Dr. intersection.

Trustee Wehner made a motion to adopt the resolution approving an Order Installing a Stop Sign on Horizon Drive. Trustee Baldwin seconded the motion. Village Clerk Hawkins called the Roll and all voted Yes. Motion carried.

Village Administrator – Approve Award of Asphalt Paving Bid

Mr. Freunscht advised that asphalt paving bids ranged from $169,585 to $283,750. The Board decided to award the asphalt paving contract to Dolomite Products, the lowest bidder for $169,585. A Certificate of Liability Insurance naming Village of Chittenango as additional insured will be requested from Dolomite with adequate coverage amounts as directed by our insurance company. Trustee Kopp made a motion to award the bid contract to Dolomite Products. Trustee Wehner seconded the motion. All in favor. Motion carried.

Adopt Resolution Determining Proposed Creek Walk Phase III Project an Unlisted Action/Authorize Mayor to Sign Short Environmental Assessment Form Parts 2 & 3

A resolution was introduced determining that the proposed Chittenango Creek Walk Phase III Project is an Unlisted Action and establishing the Village Board as Lead Agency for the Project. Mr. Freunscht read the questions from Part 2 of the Short Environmental Assessment Form which all indicated no or small impact from the project. Trustee Baldwin made a motion to adopt the resolution and authorize Mayor Cianfrocco to sign the Short Environmental Assessment Form Parts 2 & 3. Trustee Horning seconded the motion. Village Clerk Hawkins called the Roll and all voted Yes. Motion carried.

Explanation Tax Rate Issue

Mr. Freunscht explained to the Board that due to a clerical error too many 2024 taxes were collected totaling $27,562. Pursuant to the NYS Comptroller's attorney's guidance, the Village has been instructed to place the money in a Capital Reserve Account.

Court Clerk – Approve Travel Requests for John Button to Attend Annual Training in Potsdam and Jessica Getman for Annual Training Conference in Albany

Trustee Baldwin made a motion to approve the travel requests of Judge Button and Court Clerk Jessica Getman. Trustee Horning seconded the motion. All in favor. Motion carried.

Any Other Business That May Come Before the Board

Mr. Freunscht advised that there has been a problem with residents hiding tires in garbage totes. He will research the Village Code. An amendment to the law may be necessary. He will put the information on Facebook and consider possibly sending a mailer to Village residents providing information about proper disposal of tires.

Deputy Village Clerk Brazeau read a Thank You Note from Jill Doss to the Mayor and Board Members thanking all for the gift card and beautiful flowers she received commemorating her resignation as Zoning Board/Planning Board Secretary.

Abstract

General Abstract #012 Vouchers #603 - 644 in the amount of $ 97,044.23 and Sewer Abstract #012 Vouchers #140 - 157 in the amount of $ 147,559.93.

Trustee Baldwin made a motion to approve the abstracts as presented. Trustee Horning seconded the motion. All in favor. Motion carried.

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Budget Modifications

From			**To**		
A1620.2	Bldg Equip	$50,000	A1997.4	Cap Res Bldg	$50,000
A5110.2	DPW Equip	$100,000	A1997.42	Cap Res Equip	$100,000

Budget Transfers

From			**To**		
A1001 ($130,697)	Property Taxes	$27,562	A231	Cap Res Bldg	$27,562
A1997.4 ($187,697)	Cap Res Bldg	$50,000	A231	Cap Res Bldg	$50,000
A5110.2 ($454,491)	Cap Res Equip	$100,000	A233	Cap Res Equip	$100,000

Trustee Horning made a motion to approve the budget modifications as presented. Trustee Wehner seconded the motion. All in favor. Motion carried.
Next Month's Audit Team: Colleen Baldwin and Wayne Horning

Events

June 6-8 – Oz-Stravaganza
June 8 – Wanderers Rest Golf Fundraiser Chicken BBQ
June 3 starts Tuesdays in the Park, Dr. West Park
Bands – 6/3 Loose Gravel
6/10 Fab Cats
6/17 Mood Swing
6/24 Horn Dogs

Trustee Wehner advised that Chittenango High School Graduation will be June 20th. The last day of school will be June 27th.

A reminder that Memorial Celebrations will be 4:00PM at St. Patrick's Church; 4:30PM at Oakwood Cemetery; and 5:00PM at the American Legion.

Executive Session

At 7:50PM Trustee Wehner made a motion to go into Executive Session to discuss personnel issues. Trustee Horning seconded the motion to go into Executive Session. All in favor. Motion carried.

At 8:10PM Trustee Wehner made a motion to come out of Executive Session. No action taken. Trustee Kopp seconded the motion to come out of Executive Session. All in favor. Motion carried.

Next Monthly BOT Meeting is June 26, 2025 at 7:00PM .

Adjournment

At 8:11PM 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