



VILLAGE OF CHITTENANGO

222 Genesee Street
Chittenango, New York

Minutes

October 22, 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, Trustee Russell Wehner. Also in attendance were Village Clerk-Treasurer Karen Hawkins, Deputy Village Clerk-Treasurer Caroline Brazeau, Police Chief Shawn Broton, Paul Gloska, Linda Kendall, Ronnie Jackson and Mark Cole. Village Administrator Robert Freunschdt and Village Attorney Nadine Bell were absent.

Honorariums/Memoriams/Proclamations

There were no honorariums, memoriams or proclamations.

Minutes

September 25, 2025 BOT Meeting Minutes

Trustee Wehner recommended a change be made to the minutes regarding reference to the Empire Access wireless cable network, making the following change:

FROM - The purpose of this company is to serve people who do not have good cable available to them at present.

TO - The purpose of this company is to serve people who do not have high speed internet at present.

Village Clerk Hawkins advised that the minutes would be amended to reflect that change. Trustee Wehner made a motion to approve the September 25, 2025 minutes as amended. Trustee Baldwin seconded the motion. All in favor. Motion carried.

Monthly Reports

DPW/Village Administrator
Codes

Clerks
Court Monthly Audit

Police
WWTP Report

With regard to the Village Administrator's Report, Trustee Baldwin had a question regarding the Poolsbrook Sewer Agreement and the request for a letter regarding the capacity of the sewer plant to accommodate development of 15 more lots. Mayor Cianfrocco advised that a letter had been drafted addressing the capacity question.

Mayor Cianfrocco also advised that the permitting for the last phase of the Creek Walk Trail is nearly complete. Work on the last section of the trail could be completed soon depending on the weather. There was discussion of having a ribbon cutting ceremony in the Spring.



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New Business

Clerk – Certification of 2025-2026 FY Unpaid Village Taxes

The Mayor and Board Trustees signed the Certification and Verification as to Unpaid Village Taxes for 2025. For the record, there were unpaid taxes totaling \$45,845.00 with interest totaling \$3,209.16 and rebilling fees of \$98.00 – grand total of \$49,152.16 to be sent to Madison County for inclusion in the Town and County taxes in January.

Adopt Resolution Designating March 18, 2026 for 2026 Village Election and Designating Polling Place

Village Clerk Hawkins explained that according to NYS Election Law, if the third Tuesday in March falls on the seventeenth of the month, the Board is instructed to designate Wednesday, March 18th as the date for electing one Village Justice and two Board Trustees for the Village of Chittenango in 2026. Also, a polling place has to be designated for the 2026 Village Election. A resolution was presented to the Board for adoption. Trustee Wehner made a motion to adopt the resolution as presented and Trustee Baldwin seconded. A roll call of the Board was taken, each Board member voting in the affirmative. All in favor. Motion carried.

THE ADOPTED RESOLUTION WILL BE ATTACHED AS AN ADDENDUM TO THESE MINUTES.

Codes – Approve Jeff Geer’s Attendance at The Northern Adirondack Educational Conference March 2 through 5, 2026 in Lake Placid, NY

Trustee Baldwin made a motion to approve Mr. Geer’s attendance at The Northern Adirondack Educational Conference March 2 through 5, 2026 in Lake Placid, NY. Trustee Horning seconded the motion. All in favor. Motion carried..

Old Business

There was no Old Business.

Any Other Business That May Come Before the Board

No other business was brought before the Board.

Abstracts

General Abstract #005 Vouchers #173-234 in the amount of \$ 94,896.65 and Sewer Abstract #005 Vouchers #041-055 in the amount of \$ 65,131.60.

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



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Budget Modifications to be made October 23, 2025

A1990.4	Contingency	\$200,000	A1990.4	Contingency	\$193,000	- \$7,000
A5110.45	DPW Contracts	\$10,000	A5110.45	DPW Contracts	\$ 17,000	+ \$7,000

Trustee Kopp made a motion to approve the Budget Modifications as presented. Trustee Horning seconded the motion. All in favor. Motion carried.

Next Month's Audit Team: Melinda Kopp and Russell Wehner

Events

November 1, 7:00pm-9:00PM Library Players Present Three One Act Plays, Sullivan Free Library
November 2, 10:30AM-4:00PM Chittenango Garden Club Holiday Bazaar, American Legion
November 2, 11:30AM-1:00PM Chicken BBQ, Chittenango Fire Dept. Auxiliary
November 4, 12:00PM-7:00PM Roast Beef Dinner, American Legion
November 7, 6:00PM-8:30PM GSACC Holiday Silent Auction, Whitetail Restaurant
November 8, 10:00AM-2:00PM Baby/Child Clothing Exchange, St. Paul's Episcopal Church
November 11, Village Hall CLOSED – Veteran's Day Holiday
November 22, 10:00AM-2:00PM, St. Patrick's Church Fall Bazaar
November 26, Village Hall CLOSES AT NOON FOR THANKSGIVING HOLIDAY
November 27, Village Hall CLOSED
November 28, Village Hall CLOSED

Executive Session

There was no Executive Session.

Next Monthly BOT Meeting is November 20, 2025 at 7:00PM .

Adjournment

At 7:25PM Trustee Wehner made a motion to adjourn the meeting. Trustee Baldwin seconded the motion. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
Karen Hawkins
Village Clerk-Treasurer

VILLAGE OF CHITTENANGO

RESOLUTION DESIGNATING WEDNESDAY, MARCH 18, 2026 AND DESIGNATING SULLIVAN FREE LIBRARY AS THE ONLY POLLING PLACE FOR THE 2026 VILLAGE ELECTION

WHEREAS, the position for Village Justice and two positions for Village Board Trustees are scheduled to be filled during the March 2026 Village Election, each for a four-year term; and

WHEREAS, in any year in which the third Tuesday of March falls on the seventeenth day of March, the Board of Trustees must adopt a resolution at least sixty days before the village election stating that the village election will be held on the eighteenth day of March; and

WHEREAS, pursuant to Election Law § 4-104(1), villages whose elections are conducted by the county board of elections must submit to the county board of elections a list of polling places within the Village by November 17, 2025; and

WHEREAS, NYCOM recommends adopting a resolution prior to Monday, November 17, 2025, the deadline for publishing notice designating the offices to be filled at the election and the terms thereof; and

WHEREAS, NYCOM also recommends that designating the March 18th date and designating the polling place be contained in the same resolution.

NOW THEREFORE IT IS HEREBY RESOLVED that the Village of Chittenango Board of Trustees designates Wednesday, March 18, 2026 as the date for electing one Village Justice for a four year term and two Village Board Trustees, each for a four year term; and

BE IT FURTHER RESOLVED that the Village of Chittenango Board of Trustees designates the Sullivan Free Library at 101 Falls Boulevard, Chittenango, New York as the only polling place for the Village Election to be held on Wednesday, March 18, 2026.

Trustee Russell Weber moved and Trustee Colleen Baldoni seconded.

Approved by majority vote. *(Roll call taken. All voted in the affirmative.)*

Signed this date 10/22/2025 Chittenango Village Clerk Karen Hunsbena