



VILLAGE OF CHITTENANGO

222 Genesee Street

Chittenango, New York

Minutes

September 25, 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 and Village Administrator Robert Freunsch. Also in attendance were Village Attorney Nadine Bell, Village Clerk-Treasurer Karen Hawkins, Deputy Village Clerk-Treasurer Caroline Brazeau, Police Chief Shawn Broton, Paul Gloska, Linda Kendall, Kenneth Greene, Ronnie Jackson and Dana Kent

Honorariums/Memoriams/Proclamations

Mayoral Proclamation Declaring September 15, 2025 Jean Lasher Jones Day in honor of her 100th birthday.

Minutes

August 28, 2025 BOT Meeting Minutes

Trustee Wehner made a motion to approve the August 28, 2025 Board meeting minutes as written. Trustee Colleen Baldwin seconded the motion. All in favor. Motion carried.

Monthly Reports

DPW/Village Administrator

Clerks

Police

Codes

Court Monthly Audit

WWTP Report

NY Forward - Mr. Freunsch advised that the 4th Local Planning Committee meeting went through the list of projects; 82 people attended the public meeting. Survey monkey is being sent out to get input regarding the different projects. The 5th Local Planning Committee meeting will be held on October 15th at which time the project list will be pared down. Two weeks after that, the projects list will be finalized. There is \$6 million available – 1.5 million will remain in queue.

Empire Access is a new County wireless cable network that is currently being installed along Genesee Street, down Madison Street toward Perryville. The purpose of this company is to serve people who do not have good cable available to them at present. Check the Village Facebook page for more information. The Village does not have a franchise agreement with Empire Access.

Health & Safety Committee Meeting was held on September 15th. Nothing to report. Mr. Freunsch advised that attendance was good with the exception that there was no representative from the Police Department and the Village Board. Trustee Baldwin suggested getting another Trustee to stand in when Trustee Wehner is not available



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New Business

Dan Cunningham – Wastewater Treatment Plant Update

Mr. Cunningham reviewed the yearly totals included in the WWTP Report. He advised that the old leachate tank has been converted to another storage tank. The bar screen is running all the time. He will hire an electrician to check the sensor. New RAS pumps are expected to be delivered next month (RAS pumps return the activated sludge)

Village Administrator/DPW – Sewer Service Request

Mr. Freunsch advised that a property owner on Bolivar Road requested to be hooked up to the Village sewer. His property is contiguous with Village property. It was suggested that he would have to annex his property with the Village and install a 500-foot main from his house to Horizon Drive.

Bulk Trash Refund Request (not village resident)

A Town of Sullivan resident paid \$20 online to have a sofa picked up. It was explained to him that the bulk trash pickup is for Village residents only.

Trustee Baldwin made a motion to refund the \$20. Trustee Kopp seconded the motion. All in favor. Motion carried.

The \$20 will be returned to the Town of Sullivan resident and the Village website will be updated to state FOR VILLAGE RESIDENTS ONLY.

Codes – Approve Request for Jeff Geer to Attend New York State Building Officers' Conference Training October 9, 2025 in Liverpool, NY

Trustee Wehner made a motion to approve Mr. Geer's attendance at the New York State Building Officers' Conference Training on October 9, 2025. Trustee Horning seconded the motion. All in favor. Motion carried.

Old Business

Climate Smart Resolution

Trustee Baldwin explained that the proposed resolution is for implementing a Climate Smart Community Task Force and appointing a Climate Smart Community Coordinator. Trustee Baldwin requested that she be appointed the Climate Smart Community Coordinator. She advised that a Task Force has been selected with the initial membership consisting of Deb Rose, Katie Bombard, Diane Horning and herself as Committee Coordinator. Trustee Wehner will fill in as Coordinator when necessary. The Committee will meet at least two times per year.

Trustee Wehner made a motion to appoint Colleen Baldwin, Village Trustee, as the Climate Smart Community Coordinator. Trustee Kopp seconded the motion. All in favor. Motion carried.



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SEE SIGNED RESOLUTION AS AN ADDENDUM TO THESE MEETING MINUTES.

Harboring Hens Permit Application, 230 Seneca Street

Village Clerk-Treasurer Hawkins advised that Gordon and Colette Reynolds are in the process of going before the Town of Sullivan regarding their harboring hens permit since the chicken coop is actually located on Town property. The Village had previously granted their permit request.

Bulk Trash Refund to Rick Main

During the August 28, 2025 Village Board meeting Rick Main, 125 Jay Street, approached the Board to request a refund for the \$15 he paid to have a mattress picked up; however, a family member took the mattress before the DPW could pick it up. The no refund policy was discussed with Mr. Main and his wife but he insisted he be allowed to use the \$15 payment for another time or be given a refund. The Board took the request under advisement and denied Mr. Main's request for a refund.

Any Other Business That May Come Before the Board

There was no other business to come before the Board.

Abstracts

General Abstract #004 Vouchers #125-172 in the amount of \$ 86,889.15 and Sewer Abstract #004 Vouchers #027-040 in the amount of \$ 64,858.22.

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

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

Events

October 2, 4:30PM-6:00PM Spaghetti Dinner, American Legion
October 4, 5:30PM-9:15PM Trivia Night hosted by The Rotary at American Legion
October 5, 11:30AM-1:00PM Chicken BBQ, Chittenango Fire Dept. Auxiliary
October 8, 10:00AM-12:00PM Leisure Time Club Open House, Town Parks & Rec.
October 11, 10:00AM-2:00PM Baby/Child Clothing Exchange, St. Paul's Episcopal Church
October 11, 11:30AM-4:30PM Fall Fest & Fire Dept. Open House, Dr. West Park
October 14, 6:30PM-8:00PM Chittenango Garden Club, Sullivan Free Library
October 15, 3:00PM-5:00PM NY Forward Committee Meeting #5, CLCBM
October 17, 12:00PM-6:00PM Fish Fry hosted by Leisure Time Club, American Legion
October 18, 9:00AM-1:00PM Residential Electronic Recycling Program, LOJO Technology
October 18, 10:00AM-1:00PM Madison County Drive-Thru Rabies Clinic, Madison County Highway Garage
October 19, 1:30PM-3:00PM St. Paul's Episcopal Church
October 25, 10:00AM-12:00PM Lions Club Halloween Event, Botanical Park



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Executive Session

No Executive Session was held.

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

Adjournment

At 7:45PM, Trustee Kopp made a motion to adjourn the meeting. Trustee Wehner seconded the motion. All in favor. Meeting adjourned.

Respectfully submitted,

Karen Hawkins

Village Clerk-Treasurer

ADDENDUM

VILLAGE OF CHITTENANGO

RESOLUTION TO IMPLEMENT A CLIMATE SMART COMMUNITY TASK FORCE AND APPOINT A CLIMATE SMART COMMUNITY COORDINATOR

WHEREAS, The Village of Chittenango adopted the New York State Climate Smart Communities Pledge by Resolution on September 25, 2025; and

WHEREAS, the Village of Chittenango wishes to obtain Certification under the Climate Smart Communities (CSC) Program by taking proactive steps towards reducing greenhouse gas emissions and adapting to climate change; and

WHEREAS, a Climate Smart Community Task Force serves as a central body of leadership that promotes and supports climate change mitigation and adaptation strategies within the community and will act as an advisory group to the municipality on any community issues related to climate change; and

WHEREAS, the CSC Task Force will meet at least twice a year and maintain meeting minutes and attendance records for each meeting; and

WHEREAS, the CSC Task Force will consist of community members, municipal representatives, and other relevant stakeholders; and

WHEREAS, a CSC Coordinator is responsible for convening and managing the task force as Chair, serving as a liaison between the CSC task force and the chief executive officer and other officials, and interfacing with the New York State Department of Environmental Conservation on the CSC program as needed.

THEREFORE, IT IS HEREBY RESOLVED that a Climate Smart Community Task Force be initiated with the initial membership list below; and

BE IT FURTHER RESOLVED that The Village of Chittenango appoints Colleen C Baldwin, Village Trustee as the Climate Smart Community Coordinator.

Initial Membership List for CSC Task Force:

NAME	Affiliation
Deb Rose	Retired Chittenango Head Librarian, Chittenango Garden Club Member, 'Tuesdays in the Park' Committee Member
Katie Bombard	Retired teacher, Chittenango Garden Club Member, grew up in Chittenango
Colleen C Baldwin	Village Trustee, Chittenango Garden Club Member, 'Tuesdays in the Park' Committee Member
Diane Horning	Village Resident, Chittenango Garden Club Member, Tuesdays in the Park' Committee Member

Trustee Russell Wedow moved and Trustee Melinda Kope seconded
Approved by a majority vote,

Signed this date 9/25/2025 Chittenango Village Clerk Karen Hawkins