VILLAGE OF CHITTENANGO

222 Genesee Street

Chittenango, New York

Minutes

February 26, 2026

Meeting Call to Order/Pledge of Allegiance

At 6:00PM the regular meeting was called to order. All stood and recited the Pledge of Allegiance. Attending were Mayor Louis Cianfrocco, Trustee Melinda Kopp, Trustee Russell Wehner. Trustee Colleen Baldwin and Trustee Wayne Horning appeared virtually. Also in attendance were Village Administrator Robert Freunscht, Police Chief Shawn Broton, Village Attorney Nadine Bell, Village Clerk-Treasurer Karen Hawkins, Deputy Village Clerk-Treasurer Caroline Brazeau, Paul Gloska, Linda Kendall, Kenneth Greene, Ronnie Jackson, Dana Kent, Ed Gratien and Ken Knutsen.

Honorariums/Memoriums/Proclamations
There were no Honorariums, Memoriums or Proclamations.
Mayor Cianfrocco thanked the City of Oneida Mayor Rick Rossi and OCWA Executive Director Jeff Brown for their assistance in supplying the Village of Chittenango with water during the water main break emergency.

Minutes
January 22, 2026 BOT Meeting Minutes

Trustee Kopp made a motion to approve the January 22, 2026 minutes as presented. Trustee Horning seconded. All in favor. Motion carried.

DPW/Village Administrator Report Updates –
Insurance Policy Renewal – We are in the process of updating all information for the insurance carrier for the annual insurance renewal. The parcel listings are 100% correct. Some adjustments have to be made to the vehicles and equipment numbers.

Madison County Highway Superintendents Meeting – Main topic was discussion about CHIPS funding for our budget. (CHIPS=Consolidated Local Street and Highway Improvement Program). Assemblyman Brian Miller was present to listen to concerns. The salt issue was also discussed and the possibility that salt might no longer be allowed to be used. Trustee Kopp asked the reason for no more salt use. Mr. Freunscht explained that the State is considering switching to a brine solution to protect the environment.

NY Forward Grant – Still waiting on word from the State as to selected projects. Should hear something in April 2026.

Legion Drive Pump Station – A line item will appear in the budget for replacement. An RFP will be prepared once the specification has been written.

Creekwalk Section III Permit – The DEC Notice of Complete Application will be published in the March 3, 2026 edition of The Post Standard. The check for the Wetlands Application Fee has been sent to NYSDEC. Tree removal will be scheduled as soon as possible.

Generator Grant – Our generator grant request has moved to the next level. However, it's at a standstill because it is a FEMA grant and FEMA is currently closed due to the government shutdown.

Phone System Upgrade – the alarm system was not dialing through properly but the issue has since been fixed.

Monthly Reports

DPW/Village Administrator	Clerks	Police Monthly and Annual Reports
Codes	Court Monthly Audit	WWTP Report

Trustee Wehner made a motion to approve all Reports as presented. Trustee Baldwin seconded. All in favor. Motion carried.

New Business

Mayor - Adopt – Resolution Urging Immediate Review of Electric Delivery Charges, Demanding Improved Cost Controls and Transparency and Authorizing Formal Complaints to New York State Public Service Commission

This resolution came from the County originally strongly urging that the Village begin a campaign to challenge the escalating costs of electricity provided by National Grid.
Trustee Baldwin made a motion to adopt the resolution. Trustee Horning seconded. All voted in the affirmative. Motion carried.

Village Administrator

(1) Barton & Loguidice Proposal for Engineering Services – WWTP Unit Process Capacity Assessment

Mr. Freunscht provided an overview of the proposal by Barton & Loguidice to complete a capacity assessment of the unit processes currently operating at the wastewater treatment plant. Ken Knutsen from Barton & Loguidice distributed maps and provided detailed information about the Lakeport Road Sewer Project being developed by the Town of Sullivan.

Trustee Baldwin made a motion to authorize Mayor Cianfrocco to sign the Barton & Loguidice proposal. Trustee Wehner seconded. All in favor. Motion carried.

(2) Schedule Organizational Meeting

The annual organizational meeting is scheduled for Tuesday, April 7, 2026 at 6:00PM to be followed by a public hearing for the 2026-2027 tentative budget.

(3) Schedule Budget Workshop

A 2026-2027 budget workshop is scheduled for Wednesday, April 1, 2026 at 9:00AM.

(4) Sale of Portable Stage

Mr. Freunscht requested Board permission to declare the portable stage as surplus so that it can be sold. The Board suggested checking with the OZ Committee first before putting it up for sale which Mr. Freunscht said he would do. Trustee Horning made a motion to declare the portable stage as surplus in order to sell it providing the Oz Committee does not want it. Trustee Baldwin seconded. All in favor. Motion carried.

(5) America's 250th Celebration

250th Anniversary – Mr. Freunscht advised that burial of the time capsule will coincide with July 7th Tuesdays in the Park. He has received a quote for fireworks to take place in the usual spot at Recognition Park. Burial of the time capsule will be in the vicinity of the stage with a marker designating the time capsule sight. Colleen Baldwin is the contact for Tuesdays in the Park.

Clerk

(1) 2026 Election Information – Polling Place, Candidates, Ballot

Ms. Hawkins advised that the Village Election will be Wednesday, March 18, 2026, 12:00-9:00PM at the Sullivan Free Library. The ballot contains the following candidates: Dana Kent and Edward Gratien for Village Trustee for four-year terms and John Button for Village Justice for a four-year term. All this information will be published in the March 3, 2026 edition of The Post Standard.

The Madison County Board of Elections has provided the roster of poll workers. They are: Kathleen Cooney, Village Chairperson; Mary Dunn-Sematoske, Christine Scott and Nancy McPeak, Village Inspectors.

(2) Approve Frank Kaylor Attendance at Planning & Zoning Symposium

The Board approved Mr. Kaylor's attendance at the Annual Planning & Zoning Symposium in Syracuse on March 19, 2026.

Old Business

Any Other Business That May Come Before the Board

(1) Mr. Freunscht advised that the host community monies that Madison County receives from the Oneida Indian Nation is all gone. The Village will not be receiving any this year.

(2) Chris Kimberly addressed the Board regarding his fence issue which was installed without a permit and in violation of the Village Code. The options discussed were to either turn the fence around and cut it to required height or apply for a variance and go before the Planning/Zoning Board again. This matter had been heard in Village Court at which time Mr. Kimberly was advised that he could take the matter before the Village Board; however, he was still required to resolve the violation within 30 days or face receiving a fine. After discussing the issue with the Board, Mr. Kimberly decided to turn the fence around and cut it to the required height in keeping with Village Code regulations.

Abstracts

General Abstract #009 Vouchers #398-452 in the amount of $ 94,862.78; Sewer Abstract #009 Vouchers #098-110 in the amount of $38,629.02; and Trust and Agency Abstract #009 Voucher #75 in the amount of $1.50.

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

Budget Modifications

G1660.4	Office Supplies	$ 2,000 +	G1990.4	Contingency	$2,000 -
G8130.41	Sewer Capital	$ 5,000 +	G1990.4	Contingency	$5,000 –
G8130.49	Sewer / Utilities	$20,000 +	G1990.4	Contingency	$20,000 -
	TOTAL	**$27,000 +**			**$27,000-**

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

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

Events

March 2- Music In Our Schools Month Concert, 6:30PM-7:30PM, Middle School
March 3 - Music In Our Schools Month Concert, 6:30PM-8:30PM, Elementary and High School
March 11 - Red Cross Blood Drive, 1:30PM-6:30PM, St. Patrick's Church
March 18 - Village Election, 1200PM-9:00PM, Sullivan free Library
March 19 – CHS Spring Musical "Titanic", 7:00PM-9:00PM, High School
March 20 – CHS Spring Musical "Titanic", 7:00PM-9:00PM, High School
March 21 – CHS Spring Musical "Titanic", 2:00PM-4:00PM; 7:00PM-9:00PM, High School
March 21 – Spaghetti Dinner, 4:00PM-8:00PM, North Chittenango Fire Department
March 28 – Egg-Stravaganza, 10:00AM-11:00AM, Town Parks & Recreation

Executive Session

At 7:07PM, Trustee Kopp made a motion to go into Executive Session to discuss personnel and contract negotiations. Trustee Baldin seconded. All in favor. Motion carried.

At 7:37PM, No action was taken during Executive Session. Trustee Wehner made a motion to come out of Executive Session. Trustee Kopp seconded. All in favor. Motion carried.

Next Monthly BOT Meeting is March 26, 2026 at 6:00PM .

Adjournment

At 7:38PM, Trustee Baldwin made a motion to adjourn the meeting. Trustee Horning seconded. All in favor. Motion carried. Meeting adjourned.

Respectfully submitted,
Karen Hawkins
Village Clerk