

VILLAGE OF CHITTENANGO
VILLAGE BOARD RESOLUTION

March 26, 2026

LOCAL LAW NO. A-2026

("A Local Law Amending Chapter 4 of the Village of Chittenango Code
to Abolish the Position of Deputy Village Administrator")

_____ introduced proposed Local Law No. A-2026, which Local Law will amend Chapter 4 of the Village of Chittenango Village Code to abolish the position of Deputy Village Administrator, and made the following motion, which was seconded by _____:

WHEREAS, due to budgetary constraints, rising costs and changing workforce needs, the Village of Chittenango Board of Trustees has determined that the position of Deputy Village Administrator no longer contributes economically and efficiently to the administration, supervision, and control of the Village of Chittenango Police Department; and

WHEREAS, proposed Local Law No. A-2026 has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law and Village Law; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible in the consideration of a proposed action, an involved agency shall make a determination whether the action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of Local Laws in the Village of Chittenango, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Village Trustees shall act as Lead Agency in this matter; and

WHEREAS, the adoption of said Local Law is an Unlisted Action for purposes of environmental review under SEQRA; and

WHEREAS, the Village Board of Trustees has determined that a Short Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, said EAF has been prepared and has been reviewed by the Village Board; and

WHEREAS, the Village Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, IT IS

RESOLVED AND DETERMINED, that the enactment of this proposed Local Law is an Unlisted Action under SEQR, that there are no other involved agencies, and the Village Board of Trustees shall act as Lead Agency; and it is further

RESOLVED AND DETERMINED, the Village Board has determined this action shall have no adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED, that the Village Board of Trustees shall conduct a public hearing as to the enactment of proposed Local Law No. A-2026 at the Village of Chittenango Village Hall, 222 Genesee Street, Chittenango, New York, on April 23, 2026, at 6:01 p.m. or as soon thereafter as the matter can be heard, at which time all persons interested on the subject shall be heard; and it is further

RESOLVED AND DETERMINED that the Village Clerk is hereby directed to cause a Notice of said Public Hearing to be published in an official newspaper of the Village provided at least ten (10) days prior to the date of said public hearing.

The question of the foregoing Resolution was duly put to a vote and, upon roll call, the vote was as follows:

<i>Russell Wehner</i>	<i>Trustee</i>	<i>Voted</i>	<i>Yes/ No</i>
<i>Wayne Horning</i>	<i>Trustee</i>	<i>Voted</i>	<i>Yes/ No</i>
<i>Melinda Kopp</i>	<i>Trustee</i>	<i>Voted</i>	<i>Yes/ No</i>
<i>Colleen Baldwin</i>	<i>Trustee</i>	<i>Voted</i>	<i>Yes/ No</i>
<i>Louis Cianfrocco</i>	<i>Mayor</i>	<i>Voted</i>	<i>Yes/ No</i>

The foregoing Resolution was thereupon declared duly adopted.

DATED: March 26, 2026

**VILLAGE OF CHITTENANGO
LOCAL LAW NO. A-2026**

**A LOCAL LAW AMENDING CHAPTER 4 OF THE VILLAGE OF CHITTENANGO
CODE TO ABOLISH THE POSITION OF DEPUTY VILLAGE ADMINISTRATOR**

BE IT ENACTED by the Village Board of the Village of Chittenango as follows:

Section 1.

So that Section 4-3 of the Village of Chittenango Code, titled "Accountability; Deputy Village Administrator," shall be amended as follows:

"§4-3 Accountability; Acting Village Administrator.

The Village Administrator shall report to, and be under the supervision of, the Mayor and the Board of Trustees. During the absence or disability of the Village Administrator, and upon approval by the Board of Trustees, the Mayor may designate any properly qualified person as Acting Village Administrator, only to act during the period of the absence or disability of the Village Administrator. In that event, the Board of Trustees shall fix the compensation of the Acting Village Administrator."

Section 2.

So that Section 4-6, titled "Powers and duties, Deputy Village Administrator," shall be repealed in its entirety.

Section 3. Effective Date

This Local Law shall be effective upon filing with the office of the Secretary of State.

**VILLAGE OF CHITTENANGO
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that there has been presented to the Village Board of Trustees of the Village of Chittenango, New York, on March 26, 2026, proposed Local Law No. A-2026, titled "A Local Law Amending Chapter 4 of the Village of Chittenango Code to Abolish the Position of Deputy Village Administrator." Said Local Law, if enacted, will amend Chapter 4 of the Village of Chittenango Village Code to abolish the position of Deputy Village Administrator. The full text of said Local Law is on file at the Clerk's Office and all interested persons should direct their request for the local law text during normal business hours, between 9:00 a.m. and 4:00 p.m., Monday-Friday to the Village Clerk in person, by e-mail (khawkins@chittenango.gov) or by telephone ((315) 687-3936) and the text of the local law will be made available.

NOTICE IS FURTHER GIVEN that the Village Board of Trustees will hold a public hearing on the proposed Local Law at the said Village offices on April 23, 2026, at 6:01 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested will be heard. Should the public wish to participate virtually, all interested persons should direct their request for participation to the Village Clerk by e-mail (khawkins@chittenango.gov) or by telephone ((315) 687-3936).

All interested persons will have the opportunity to be heard during the Public Hearing.

BY ORDER OF THE VILLAGE BOARD of the Village of Chittenango.

KAREN HAWKINS
Village Clerk

DATED: **March** ____, 2026