VILLAGE OF CHITTENANGO

222 Genesee Street

Chittenango, New York

Minutes

April 23, 2026

Meeting Call to Order/Pledge of Allegiance
At 900AM 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 Dana Kent and Trustee Ed Gratien. 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, Linda Kendall and Jason Allen.

Public Hearing to Abolish Deputy Village Administrator Position
At 9:01AM Trustee Kopp made a motion to open the Public Hearing to abolish the Deputy Village Administrator Position. Trustee Gratien seconded the motion. Village Administrator Freunscht explained that 29% of the budgeted $483,000 for the Police Department is used for supervisory office staff. So far, $42,000 has been spent for overtime because of difficulty in covering shifts. By eliminating the Deputy Village Administrator position, that frees up funds to hire a fourth full time Police Officer. The Village is not saving a lot but there will be better coverage of shifts.

At 9:05AM having no questions, comments or further discussion, Trustee Wehner made a motion to close the Public Hearing. Trustee Kopp seconded the motion. All in favor. Motion carried

Honorariums/Memoriums/Proclamations
There were no Honorariums/Memoriums/Proclamations

Minutes
March 26, 2026 BOT Meeting Minutes
Trustee Kent made a motion to approve the March 26, 2026 meeting minutes as presented. Trustee Wehner seconded the motion. All in favor. Motion carried.

April 7, 2026 Organizational Meeting Minutes
Trustee Wehner made a motion to approve the April 7, 2026 organizational minutes as presented. Trustee Gratien seconded the motion. All in favor. Motion carried.

Monthly Reports

DPW/Village Administrator	Clerks	Police
Codes	Court Monthly Audit	WWTP Report
Clerks' Quarterly Audit		

DPW/Village Administrator Report Recap –

(1) Blacktop List – will review later in meeting
(2) Meeting with DPW and union representatives today
(3) Budget upload – no salary schedule yet; waiting for DPW negotiations to end
(4) Washed yellow brick sidewalks with sewer cleaner
(5) Street sweeper was out at 4:00AM

(6) Indiana Bat trees are down within the State mandated time frame; started trail work; soil needs needs to be certified to contain no bacteria; use of road millings/stone dust

Trustee Kopp made a motion to approve all Reports as presented. Trustee Kent seconded the motion. All in favor. Motion carried.

New Business

Mayor – Police Officer Christopher Walser (46 years old) does not qualify for civil service because of his age; Mayor wrote letters to Joe Griffo and Brian Miller to get approval to waive the age issue; requires legislation; Canastota just got this; to hold off on resolution for time being.

Trustee Kopp suggested that she wants to meet the Police Officers that she has not met yet.

The Mayor bought up the matter of issues with ebikes and scooters. They have been terrorizing Sullivan Park and they smashed a tree across from the Fire Department. Chief Broton advised that these issues fall under New York State Vehicle and Traffic Law (Section 1242). Under 18, cannot arrest unless it's a serious situation. V&T does allow uniform traffic tickets to be issued to 16 and 17 year olds. Under 16, not much can be done except issue a warning and notify the parents. Mayor suggested a resolution to keep the ebikes off sidewalks. Trustee Kent suggested starting a bike program – have a table at Tuesdays In The Park; make it a subject of a school assembly. We need to educate the parents and kids. Put information in the next newsletter.

Village Administrator

(1) **Adopt Local Law 4-2026 to Abolish Deputy Village Administrator Position**

Receiving no comments or further discussion during the Public Hearing and after having reviewed the drafted law in its entirety, Trustee Wehner made a motion to adopt Local Law 4-2026 to Abolish the Deputy Village Administrator Position. Trustee Kopp seconded the motion. All in favor. Motion carried.

(2) **Award Asphalt Paving Bid**

Mr. Freunscht recommended Dolomite Products Company who came in with the lowest bid for $180,438.90. They will need to provide a certificate of insurance. Trustee Kopp made a motion to award the asphalt paving bid to Dolomite Products Company. Trustee Gratien seconded the motion. All in favor. Motion carried. Village Clerk Hawkins will mail the award letter and request Dolomite provide the Certificate of Insurance. Mr. Freunscht said that the Town trucks haul the millings. If we get the grant for the Beeman property, some millings will be used to make that a parking lot. Some will be needed at the fire station. When asked how often we pave the streets/roads Mr. Freunscht advised that CHIPS rules state can pave a street/road once every 10 years. With the mention of the NY Forward Grant, the Mayor advised that we should hear about the approved projects within the next two weeks and there will be a press release.

(3) **Approve One Year Extension of SRO Agreement**

(Note: This item had been tabled from the previous month to allow time for more investigation and discussion. A resolution was previously adopted which voted the one year extension down). Mr. Freunscht spoke with School Superintendent Mike Eiffe. Madison County pays all other school disricts for their SROs. Chittenango Central School District's budget is already done and the SRO salary was not in it. The SRO salary is in the Village Budget. The Village's attorney and the School District's attorney confirmed that technically there is no conflict of interest with the Village Board Members also being on the School Board. Trustee Kopp made a motion to adopt a resolution overturning the prior vote during the March meeting and approving a one year only extension of the SRO agreement. Trustee Wehner seconded the motion. All in favor. Motion carried.

(4) **Adopt 2026-2027 Budget**

Mr. Freunscht advised that the Budget has already been posted on the website. Utilities and gas are the only unknowns at this time.

Trustee Wehner made a motion to approve the 2026-2027 General Fund Budget as presented. Trustee Gratien seconded the motion. All in favor. Motion carried.

Trustee Kent made a motion to approve the 2026-2027 Sewer Fund Budget as presented. Trustee Kopp seconded the motion. All in favor. Motion carried.

(5) **Approve Purchase of New Pump for Legion Drive**

Mr. Freunscht advised that there is $225,000 available in the budget to purchase a new pump for the lift station on Legion Drive. The confined space problem will be alleviated. Legion Drive will have to be closed in order to reroute the flow for 2 or 3 days. We will use the Sole Source Procurement Policy for $177,129.00 (up to $180,000). Trustee Kopp made a motion to approve the purchase of a new pump for Legion Drive. Trustee Kent seconded the motion. All in favor. Motion carried.

Codes – Request Permission for Jeff Geer to Attend New York State Association of Fire Chiefs Codes Training in Syracuse June 10 & 11, 2026 (Cost $400.00) **Trustee Kopp made a motion to approve. Trustee Kent seconded. All in favor. Motion carried.**

Clerks – Request Permission for Karen Hawkins to Attend New York Association of Local Governments Records Officers Conference in Lake Placid June 6-9, 2026 (Cost $874.20 with mileage reimbursement over $1,100) **Trustee Kopp made a motion to approve. Trsutee Kent seconded. All in favor. Motion carried. (Note: Clerk Hawkins has since cancelled attendance to the conference due to it being a busy Village tax collection time).**

Court – Request Permission for Christina Sudol and Jessica Getman to Attend the Combined Magistrates & Clerks Association Conference in Albany September 27-30, 2026 (Combined Cost $2207.40) **Board approved. Trustee Kent made a motion to approve. Trustee Gratien seconded. All in favor. Moton carried.**

Old Business
Mr. Freunscht provided a sewer project update.

Any Other Business That May Come Before the Board

Jason Allen, 1004 Margot Avenue, submitted an application to harbor six chickens on his property. Attorney Bell pulled up the Village Code and stated coop, run and set back requirements. Property is located in a Low Density Zone. Attorney Bell recommended granting permit on the condition that Codes do an inspection and confirm placement of the coop and run on the property. Trustee Wehner made a motion to grant the permit on the conditions stated by Attorney Bell. Trustee Gratien seconded. All in favor. Motion carried.

Linda Kendall, a long-time resident of Chittenango, "resigned" from her position as a village resident who attended most Board meetings and wished everyone a fond farewell as she is moving out of the area.

Abstracts
General Abstract #011 Vouchers #510-569 in the amount of $ 119,381.98; Sewer Abstract #011 Vouchers #124-134 in the amount of $38,413.03; and Trust and Agency Abstract #011 Voucher #80 in the amount of $45.30.

Trustee Kent read the Abstracts information. She made a motion to approve the Abstracts as presented. Trustee Kopp seconded the motion. All in favor. Motion carried.

Budget Modifications
Trustee Gratien read the Budget Transfers. Mr. Freunscht explained the General and Sewer Budget Moficiations.

Budget Transfers

A1997.4	Capital Reserve Building	$47,000 -	A231	Capital Building	$ 47,000 +
A1997.42	Capital Reserve Equip	$75,000 -	A233	Capital Equipment	$ 75,000 +

Trustee Gratien made a motion to approve the Budget Transfers as presented. Trustee Wehner seconded. All in favor. Motion carried.

General Budget Modifications

A1325.1	Clerk/Tres Support	$ 2,000 +	A1990.4	Contingency	$ 2,000 –
A1325.40	Clerk/Tres Support Cont	$ 1,000 +	A1990.4	Contingency	$ 1,000 –
A1620.45	Building / Maint Agree	$ 5,000 +	A1990.4	Contingency	$ 5,000 –
A3120.11	Police Personel Overtime	$25,000 +	A1990.4	Contingency	$25,000 –
A3989.2	Codes Equipment	$ 500 +	A1990.4	Contingency	$ 500 –
A3989.42	Codes Pub / Software	$ 1,000 +	A1990.4	Contingency	$ 1,000 –
A5110.11	DPW Personnel O/T	$ 9,000 +	A1990.4	Contingency	$ 9,000 –
A5110.46	DPW Supplies	$ 5,000 +	A1990.4	Contingency	$ 5,000 –
A5110.49	DPW Utilities	$ 5,000 +	A1990.4	Contingency	$ 5,000 –
A5182.4	Street Lighting	$20,000 +	A1990.4	Contingency	$ 20,000 –
	TOTAL	**$73,500 +**			**$73,500-**

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

Sewer Budget Modifications

G8130.49	Treatment Utilities	$ 30,000 +	G1990.4	Contingency	$30,000 –
	TOTAL	**$30,000 +**			**$ 30,000 –**

Trustee Kopp made a motion to approve the Sewer Budget Modifications as presented. Trustee Kopp seconded. All in favor. Motion carried.
Next Month's Audit Team: Dana Kent and Russell Wehner

Events
May 2 - Little Rainbows Learning Center Community Open House & Art Show 11:00am - 2:00pm @ First Presbyterian Church
May 3 - Spring Migration Festival 10:00am - 3:00pm @ Great Swamp Conservancy
May 3- Chittenango Auxiliary Fire Department Chicken BBQ 11:30am - 1:30pm @ Chittenango Fire Dep
May 4 - Sullivan Library Painting-PRE register 6:00pm - 7:00pm @ Sullivan Free Library
May 6- CHS Spring Concert 1 6:30pm - 8:00pm @ Chittenango High School
May 8 - Roots & Boots 7:00am - 5:00pm @ Sullivan Park
May 8 - Chittenango School Fair 5:30pm - 7:30pm @ Chittenango High School
May 9 - Roots & Boots Community Day 8:00am - 5:00pm @ Sullivan Park
May 9 - Kids Activity: Self-Guided Scavenger Hunt 10:00am - 4:00pm @ Chittenango Landing Canal Boat Museum
May 13 - CHS Spring Concert 2 6:30pm - 8:30pm @ Chittenango High School
May 15 - Piping Plovers Paint Night 6:30pm - 8:30pm @ Great Swamp Conservancy
May 16 - Garden Club Plant Sale 9:00am - 12:00pm @ Stickles Park
May 20 - CMS Spring Concert 1 6:30pm - 8:30pm @ Chittenango High School
May 22 - Find the "Tinman's Heart" Town of Sullivan Parks & Rec
May 25 - Village Hall Closed for Memorial Day
May 29 - Live Music at the Haven: Avery Anna 5:00pm - 9:00pm @ The Haven
May 30 - Junior Ranger Program 10:00am - 4:00pm @ Chittenango Landing Canal Boat Museum
May 30 - Dancing Turtle Rescue 10:30am - 12:00pm @ Great Swamp Conservancy

Executive Session
There was no Executive Session.

Next Monthly BOT Meeting is May 28, 2026 at 6:00PM .

Adjournment
Trustee Wehner made a motion to adjourn the meeting. Trustee Kent seconded.
All in favor. Motion carried. Meeting adjourned at 10:35AM

Respectfully submitted,
Karen Hawkins
Village Clerk