

Village Board of Trustees Monthly Meeting

February 13, 2023

The monthly meeting of the Village Board of Trustees was duly held on the 13th of February 2023, in the Auditorium of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.

Members Present: Jan Tighe, Mayor; Alan Engelbrekt, Deputy Mayor; and Scott Pello, Trustee; Ryan McGrath, Trustee; and Jeffrey Fowler, Trustee.

Absent: None

Village Staff/Officials in Attendance: Michael Martin, Chief of Police; Cathy Spinney, Village Clerk/Treasurer; Bill Noreault, DPW Supervisor; and Jennifer Gibbs, Deputy Clerk.

Guest(s): Janice Kozma, Shelley Joss, Melissa Wadkinson, Carl Falk, and Paulina Renggli.

Agenda Items #1: Call to Order

The Meeting was called to order at 7:15 PM with Mayor Jan Tighe leading the Pledge of Allegiance to the American Flag.

Agenda Items #2: Public Comment

There was no public comment.

Agenda Item #3: Approval of Minutes

The motion to approve the minutes from December 22, 2022, with the correction noted that Jack Jennings was not at this meeting was made by Jeffrey Fowler. The motion was seconded by Ryan McGrath, and it passed with all in favor.

Ryan McGrath made the motion to accept the minutes from January 9, 2023, with the correction that the next regular meeting is on February 13, 2023. Jeffrey Fowler seconded the motion and it passed 5-0.

Alan Engelbrekt made the motion to approve the minutes for the Special Meeting on January 20, 2023, and Scott Pello seconded the motion. The motion passed with all in favor.

Agenda Item #4: Approval of Staff Reports

Jeffrey Fowler made the motion to approve the DPW and Police reports from January 2023. The motion was seconded by Scott Pello and passed 5-0.

Agenda Item #5: Approval of Vouchers

The motion to accept the Vouchers was made by Jeffrey Fowler and seconded by Alan Engelbrekt. The motion passed unanimously.

Agenda Item #6: Approval of the Treasurer's Report

Alan Engelbrekt made the motion to approve the Trust and Agency and the General Vouchers with a second from Ryan McGrath. The motion passed with all in favor.

Agenda Item #7: Old Business

A. Items tabled from January 9th meeting.

1. Alan Engelbrekt made the motion for the Village to adopt a policy for reporting and compiling complaints and compliments. The purpose of the policy is to improve communication and to keep the Village employees and elected or appointed officials informed of residents' concerns. The procedure will include the following actions:
 - i. Any concerns relayed to or observed by a Village Employee, appointee, or official should be emailed to the Village Office, the Trustee in charge of that area of the Village or the Mayor.
 - ii. The concern will be investigated, relayed to the person in a position to rectify the complaint (if there is one) and rectified if possible.
 - iii. If the issue is more problematic it will be a Village Board agenda item.

Scott Pello seconded the motion and it passed 5-0.

2. The motion to add the following language to the Village Procurement Policy was made by Alan Engelbrekt:

Where the Village of Pulaski is procuring a commodity or service, whether by competitive bid or other type of procurement, that is the subject of a GreenNY procurement specification that has received final approval of the NYS Green NY Council pursuant to Executive Order NO. 22 (2022), the Village shall follow the Green NY procurement specification to the maximum extent practicable and where cost is reasonably competitive as defined in General Municipal Law 104-a.

Jeffrey Fowler seconded the motion and it passed with all in favor.

3. Scott Pello made the motion to accept the resignation of Jeffrey Fowler from the Historical District Committee and the appointment of Robin Ford to complete his term. Ryan McGrath seconded the motion and it passed unanimously.
4. The motion to hold a public hearing on a Village property tax exemption per NYS Real Property Tax Law § 466-a that allows for an exemption up to 10% of the assessed valuation of the primary residence of volunteer firefighters and/or volunteer ambulance workers, was made by Jeffrey Fowler. The Village would set the limit on the exemption and the requirements. The purpose of the proposed law is to encourage residents of the Village to volunteer for the Ringgold Fire Department. The Board had concerns regarding the requirements and limits of the law. Ryan McGrath seconded the motion, and it was decided

with a roll call vote to hold the public hearing for additional input and discussion from the public at the next meeting on March 13, 2023. Jeffrey Fowler, Ryan McGrath, and Jan Tighe voted in support of the motion and Alan Engelbrekt and Scott Pello voted against. The motion passed 3-2.

5. Jeffrey Fowler made the motion to hold a public hearing on changing/updating the language in the zoning code to regarding appointments of Code Officers, Police Chiefs and DPW Supervisors. The motion was tabled at the January 9, 2023, meeting. Jan Tighe seconded the motion, and it did not pass with Jeffrey Fowler and Jan Tighe voting yes, Scott Pello and Alan Engelbrekt voting no, and Ryan McGrath abstaining.
 6. There have not yet been any volunteers for the Rental Registration Committee to update the code for rentals. The Village is looking for two Village Board members, landlords, tenants, or other residents.
 7. Scott Pello made the motion to adopt the Policy for Financial Internal Control Policies and Procedures which would consolidate and streamline several current Village fiscal policies. The policy would simplify aspects of applying for grants. Jeffrey Fowler seconded the motion and it passed with all in favor.
- B. The Land exchange between the McNitts and the Village is on track to be completed by the next Village Board meeting.
- C. On Thursday February 9, 2023, the Oswego County Legislature passed Local Law No. 1, which creates a sustainable energy loan program, (Open C-PACE) in Oswego County.

Commercial Property Assessed Clean Energy (C-PACE) financing programs use authority given to a municipality to offer financing for property owners to fund energy efficiency and renewable energy projects on existing commercial structures. The financing allows the owner to make improvements without having to make a large upfront investment. [Legislature approves a slew of projects](#)

D. Updates on Grants

1. The Main Street Anchor Project is on track and under contract.
2. The Restore NY Round 6 was approved and MBL Engineering, PLLC submitted a Planning Board Application and a request for an Area Variance and Special Use Permit JV QOF LLC of Dewitt, NY to demolish three existing single-family dwellings, a portion of the existing bowling alley to construct a 22-room hotel and parking. The existing bowling alley will be renovated to include three guestrooms, a restaurant, and a gaming area. After reviewing the drafts and an overview of the project from Mike Lasell of MBL it was decided that a zoning variance may be required and the project will be presented to the Zoning Board of Appeals. The ZBA meeting will be held on Tuesday February 28, 2023. If

approved by the ZBA there will be a public hearing and review of the SEQR parts 2 & 3 at the next Planning Board meeting on March 6, 2023.

3. The Restore NY Grant Application for Round #7 has been submitted. Thank you notes went out to, William Barclay, Mark Walczyk, Edward Gilson, PROP and Kern Yerdon for their letters of support. The addresses included in the project are: 4844, 4873, 4881 N. Jefferson Street, 4826 Salina Street and 110 Lewis Street.
4. A meeting between Corey Reid and Jeremy Glenn, from the BCA Group, Amanda Mazzoni of the CNY Regional Planning Board and Jan Tighe was held to discuss the High School Sidewalk project. The feedback received from the DOT was that the sidewalk would preferably be completely installed on the West side of Route 11. BCA noted that there will be no additional engineering costs to move the sidewalk to the West side of the road. The only addition cost would be \$2,900 to hire a wetland delineator. Alan Engelbrekt inquired about the total cost for the project and how we would fund the balance of the project. Jan Tighe noted that the project should come in underbudget due to the change of the proposed side of the sidewalk. The initial cost would have been about \$1.2 million with \$650,000 the EFC Grant the Village received and receive in kind help from the Town of Richland and Oswego County. Selkirk Landing has installed some sidewalks. Ryan McGrath asked if there are other properties that must install sidewalk that the Village could tie into, how that would apply to costs and which side of the Route 11 the sidewalk should be placed on. It was noted that a flashing light at the crossing from Selkirk Landing to the High School should be installed. There was some discussion about whether the Village Board has completely approved the entirety of the project. This inquiry will be reviewed and returned to.
5. Linda Eagan of Fulton Block Builders emailed that training for a proposed Pulaski Block Builders is still available for everyone that is interested in it and it can be utilized more than once.
6. ARPA money from the County of Oswego may still be available for stabilization and/or restoration of the Arches. Jan Tighe submitted an application the previous week for those funds. Other ARPA applications are still in the works for the Water Main Replacement Project, the Village Dam, and a fence around the wellheads.
7. The Engineering contract for Storm Water Mitigation Grant money from Senator Gillibrand is under review with the lawyers.
8. The motion to approve the updated language on the Bond resolution for the Electric Vehicles was made by Scott Pello and seconded by Jeffrey Fowler. The motion passed 5-0.

- E. A second bid for a fire alarm system for the DPW Building came in from Doyle Security Systems that was less than the other bid by Volney Multiplex Inc. Alan Engelbrekt made the motion to accept the second bid. Scott Pello seconded the motion and it passed with all in favor.
- F. The Board reviewed the summary from the February 6, 2023, meeting regarding the next moves to remove the Village dam from the DEC Hazard List on.
- G. Other:
 - 1. Alan Engelbrekt gave an update on the Haldane Center including that the hot water tank has been replaced, the modified baseball field was converted to a regulation softball field, and they are looking into replacing the roof.

Agenda Item #8: New Business

- A. The motion to adopt the Policy for Records Management for the Village of Pulaski was made by Scott Pello and seconded by Jeffrey Fowler. The purpose of the policy is to establish standards, practices and procedures for the care and retention of Village of Pulaski documents.

This policy aims to ensure that records management is a continuing administrative function of the Village's operation that provides accessible, usable and reliable records.

Adoption of this policy gives the Village opportunity to apply for grants that will help digitalize, organize, and create storage space.

The motion passed 5-0.

- B. Ryan McGrath made a motion to hold a public hearing to change the zoning code 160-42, dropping number 28 (A) under Regulations for Business B-1 District and keep number 14 under (B) Uses requiring special permits. The public hearing will be held at the next meeting on Monday March 13, 2023. Jeffrey Fowler seconded the motion and it passed unanimously.
- C. The motion to appoint Jake Richardson to the Water Board was made by Ryan McGrath and seconded by Jeffrey Fowler. The motion passed with all in favor.
- D. Jan Tighe noted that the AUD's have been submitted to the State and the 2023-2024 Budget process will begin in March.
- E. The Village received Tree City status from the Arbor Society which should help with obtaining grant money.
- F. Scott Pello made the motion for the Village to write a letter to the Salmon River Council of Governments. Jeffrey Fowler seconded the motion and it passed 5-0.

- G. Ryan McGrath made the motion to give John Howland the requested salary of \$700.00/week while he steps in for Josh Smith while he is out. Scott Pello seconded the motion and it passed unanimously.
- H. PROP is looking to set up a time and get people together for a River Walkway spring cleanup.
- I. The Board discussed the various logos the Village is using and how we may want to move forward choosing/creating a new logo or trying to clean up the Village Seal Logo.
- J. There will be a public hearing regarding the Exclusion of Outstanding Sanitary Sewer Indebtedness and the next Village Board meeting on March 13, 2023

The Village will be renegotiating the Spectrum franchise agreement in the future.

Melissa Wadkinson asked who would oversee clearing the proposed sidewalk to the school. The Village will be responsible.

Storm Water Mitigation efforts will be in the areas of Maple Avenue, Salmon Meadow Lane, and up into Hinman.

Agendas, and documents will be on the calendar and public hearings on the Public Notice page of the village's website as soon as possible for Board Meeting and Public Hearings. The Web address is villagepulaski.com.

Thank you notes went out to the following Village supporters:

- Laird Petrie
- William Barclay
- Mark Walczyk
- Edward Gilson
- PROP
- Kern Yerdon
- Oswego County Legislator
- Friends of the Library

Agenda Item #9: Executive Session/ Adjournment

The was no executive session. Alan Engelbrekt made the motion to Adjourn at 8:45 PM and Ryan McGrath seconded the motion. The motion passed unanimously.

Next Regular Village Board Meeting and Public Hearing will be on March 13, 2023, at 7:15 PM.

Presented & Approved, March 13, 2023

Jennifer Gibbs

Deputy Clerk