

Village Board of Trustees Monthly Meeting

December 11, 2023

The monthly meeting of the Village Board of Trustees was held on the 11th of December 2023 at 7:15 PM, in the Auditorium of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.

Members Present: Jan Tighe, Mayor; Amy Dobrzynski, Trustee; and Jeffrey Fowler, Trustee.

Absent: Scott Pello, Trustee; and Alan Engelbrekt, Deputy Mayor.

Village Staff/Officials in Attendance: Cathy Spinney, Village Clerk/Treasurer; John Howland, Code Enforcement Officer; and Jennifer Gibbs, Deputy Clerk.

Guest(s): Steven Totten, Heidi Tompkins, Brittany Pupello, and Mark Dobrzynski.

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.

Jeffrey Fowler made the motion to open the public hearing on Solar Regulations in Current Zoning Law at 7:16 PM with a second from Amy Dobrzynski. The motion passed 3-0.

The change will restrict commercial solar to the B-2 and Industrial districts.

There was no public comment.

The motion to close the meeting was made by Jeffrey Fowler at 7:17 PM and seconded by Amy Dobrzynski. The motion passed unanimously.

Organizational Meeting

1. Jeffrey Fowler made a motion to open the Organizational Meeting at 7:17 PM. Amy Dobrzynski seconded the motion and it passed with all in favor.
 - a. The motion to appoint the following was made by Amy Dobrzynski and seconded by Jeffrey Fowler.
 - i. Village Clerk/ Treasurer – Cathy Spinney
 - ii. Deputy Clerk – Jennifer Gibbs
 - iii. Deputy Mayor – Alan Engelbrekt
 - iv. Commissioner of Police – Amy Dobrzynski
 - v. Commissioner of Codes & Zoning – Jeffrey Fowler
 - vi. Commissioner of Parks – Scott Pello

The motion passed 3-0.

2. Resolutions for 2023-2024.
 - a. Jeffrey Fowler made the motion to pass Resolution #1, Advance Approval of Claims. Amy Dobrzynski seconded the motion and it passed with all in favor.

- b. Amy Dobrzynski made the motion to pass Resolution #2, Updating the Mileage Allowance to 0.65 cents per mile as established by the IRS on January 1, 2023. Jeffrey Fowler seconded the motion and it passed with all in favor.
 - c. Jeffrey Fowler made a motion to pass Resolution #3, Municipal Officials and Employees Attendance to Schools, Conferences, and Seminars. The Village will pay for officials and employees to attend the above when they benefit the Village. Amy Dobrzynski seconded the motion and it passed unanimously.
 - d. The motion to pass Resolution #4, Designating Depositories was made by Amy Dobrzynski and seconded by Jeffrey Fowler. The motion designates Community Bank, NYCLASS, and Pathfinder as the Villages depository banks. The motion passed 3-0.
 - e. Amy Dobrzynski made the motion to pass Resolution #5, Adopting the Meeting Schedule. Jeffrey Fowler seconded the motion and it passed with all in favor.
 - f. Amy Dobrzynski made the motion to pass Resolution #6, Procedure for Calling a Special Meeting. Jeffrey Fowler seconded the motion and it passed with all in favor.
 - g. The motion to pass Resolution #7, Standard Workday and Reporting for Employees was made by Jeffrey Fowler and seconded by Amy Dobrzynski. The motion carried.
 - h. Jeffrey Fowler made the motion to pass Resolution #8, Standard Workday Reporting for Elected and Appointed Officials. Amy Dobrzynski seconded the motion and it passed 3-0.
3. The Board Reviewed and Jeffrey Fowler made a motion to continue to accept the Code of Ethics and the Village Procurement Policy. Amy Dobrzynski seconded the motion and it passed with all in favor.
 4. Jeffrey Fowler made a motion to continue the Policy for Conducting Meetings for the Village of Pulaski. Amy Dobrzynski seconded the motion and it passed 3-0.
 5. The motion to reappoint Shawn Doyle as Village Historian and Graham Seiter as Village Attorney was made by Amy Dobrzynski and seconded by Jeffrey Fowler. The motion passed unanimously.
 6. Jeffrey Fowler made a motion to approve the 2024 Village Holiday Schedule. Amy Dobrzynski seconded the motion and it passed unanimously.

Amy Dobrzynski made the motion to close the Organizational Meeting at 7:33 Pm with a second from Jeffrey Fowler. The motion carried.

Regular Meeting of the Village Board of Trustees

Agenda Items #1: Public Comment

Steven Totten noted that recent suggestions for transient vendors were pulled from Syracuse, NY guidelines. He feels that Oswego County's guidelines are sufficient. Mayor Jan Tighe forwarded the proposed guidelines to Oswego County, because the County would be more equipped to pass and enforce the changes.

Brittany Pupello asked if the Village intended to change the fee scale for transient vendors. The Village Board is reviewing a draft of an updated application. The draft will add a (7) day permit. Brittany Pupello proposed adding a seasonal permit. It was noted that you can pay in advance. For example, a vendor could pay for (3) months at one time.

Mark Dobrzynski asked whether the Village was responsible for snowplowing on Bella Road, Selkirk Landing. The Town of Richland plows part of the street. The rest would be plowed by private companies. Ernie Wheeler also informed the Board that Nelson Avenue was plowed at 4:00 AM and not plowed again until late in the afternoon during a recent snowfall. Jan Tighe said she would look into it.

Heidi Tompkins reviewed the Tug Hill Commission's monthly newsletter.

Agenda Item #2: Approval of Minutes

Jeffrey Fowler made a motion to accept the minutes from November 20, 2023. Amy Dobrzynski seconded the motion and it passed unanimously.

Agenda Item #3: Approval of Staff Reports

The motion to approve the Building & Code, DPW, and Police staff reports was made by Jeffrey Fowler and seconded by Amy Dobrzynski. The motion passed 3-0.

Agenda Item #4: Approval of Vouchers

Jeffrey Fowler made the motion to approve the General, TA and Capital vouchers with a second from Amy Dobrzynski. The motion passed with all in favor.

Agenda Item #5: Approval of the Treasurer's Report

The motion to approve the October and November 2023 Treasurer's Reports was made by Jeffrey Fowler and seconded by Amy Dobrzynski. The motion passed unanimously.

Agenda Item #6: Old Business

- A. There was no Haldane report. The Board did receive a copy of the December Comprehensive Board Minutes for review.
- B. The ZBA is still short one member. The Village is looking for volunteers.
- C. Proposed Code Changes
 1. There will be no action on changing the solar code until a SEQR and a 239 is completed.
 2. It was agreed to table the change in the Peddlers Permit form until the next regular meeting on January 8, 2024. Active-duty military members should be included with veterans on the fee schedule.

3. Amy Dobrzynski made the motion to accept the addition to Cemetery Policy that reads:

Arrangements must be finalized with the cemetery personnel prior to scheduling and notification of burials between November 1st and April 15th. Once cemetery personnel are notified a decision will be made within 24 hours.

Jeffrey Fowler seconded the motion and it passed 3-0. A letter will be sent out to funeral parlors announcing this change.

4. December 6, 2023, the Village of Pulaski, and the Town of Richland kicked off Climate Smart Community action for heating and cooling. Linda Spears was there and about (8) local residents and business owners. There were also (3) vendors to answer questions on heat pumps.
5. The Village is searching for funding for the Sidewalk to School project. Mike Lasell did agree to install sidewalks on his property along the project in front of Selkirk Landing. The Village will have to borrow to match the 50% DEC grant. The Village hopes to go out to bid in February to complete the sidewalk in the summer of 2024.
6. Mayor Jan Tighe has a phone conference with John Vavelo on Thursday regarding the status of the Main Street Anchor Project.

Agenda Item #7: New Business

- A. Graham Seiter, the Village Attorney, is reviewing the stand-alone Solar Law. A SEQR and 239 review must also be completed. It was recommended by Mr. Seiter that an escalating bond must be secured as part of any solar decommissioning plan.
- B. Jeffrey Fowler made the motion to appoint Mark Dobrzynski to the Joint Comprehensive Planning Board. Amy Dobrzynski seconded the motion after disclosing that she is married to him. The motion passed unanimously.

Agenda Item #8: Other

- A. Mayor Jan Tighe informed the Board of an opportunity offered by the Maxwell School of Sustainability and Finance for a free consultation with the Syracuse University Research Consulting Team.
- B. Thank you notes will be mailed out to Tom Jennings, the PACS Superintendent and David Turn of Oswego County Tourism for providing support letters for the TAP grant and PROP for Light UP Pulaski.

Agenda Item #9: Executive Session/ Adjournment

A motion was made by Jeffrey Fowler to adjourn the meeting at 8:15 PM. Amy Dobrzynski seconded the motion and it passed 3-0.

Next Regular Village Board Meeting and Public Hearing will be on January 8, 2024, at 7:15 PM.

Draft & Unapproved

Jennifer Gibbs, Deputy Clerk