

Village Board of Trustees Monthly Meeting

November 10, 2025

The monthly meeting of the Village Board of Trustees was held on the 10th of November 2025 at 7:15 PM, in the Auditorium of the Snow Memorial Building, 4917 North Jefferson Street, Pulaski, NY 13142.

Members Present: Jan Tighe, Mayor; Jeffrey Fowler, Deputy Mayor; and Melissa Wadkinson, Trustee.

Absent: Amy Dobrzynski, Trustee.

Village Staff/Officials in Attendance: Catherine Spinney, Village Clerk/Treasurer; Jennifer Gibbs, Deputy Clerk; Dustin Wood, DPW Supervisor; Michael Martin, Police Chief; and Jim Sprague, Code Enforcement Officer.

Guests: Mike Lasell, Paul LaFlamme, Cammie and Shale Holmes, Jessica and Devon Fetzer, Millie Newcomb, and Cassandra Mills

Agenda Item #1: Call to Order and Pledge of Allegiance

Mayor Jan Tighe called the meeting to order at 7:15 PM and the Pledge of Allegiance was recited.

Agenda Item #2: Public Hearing on Zone Change from R2 to R3 Salina Street

This hearing was tabled.

Agenda Item #3: Public Comment

There was no public comment.

Agenda Item #4: Village Attorney

The Village Attorney was unable to make it to the meeting to discuss manufactured homes. Melissa Wadkinson and Jan Tighe will make time Friday to call the attorney.

Agenda Item #5: Report from Tug Hill Circuit Rider

Heidi Tompkins, the Tug Hill Circuit Rider, was unable to come to the meeting. The November Bulletin was handed out to the Board.

Agenda Item #4: Approval of Minutes

The motion to approve the minutes from October 14, 2025, was made by Melissa Wadkinson and seconded by Jeffrey Fowler. The motion passed 3-0.

Agenda Item #5: Approval of Staff Reports

Melissa Wadkinson made the motion to approve the October 2025 DPW, Codes, and Police reports. The motion was seconded by Jeffrey Fowler and passed with all in favor.

Agenda Item #6: Approval of Vouchers

The motion to approve the November 2025 General (\$129,257.45), TA (\$1,294.79), Miscellaneous (\$7,931.20) and Main Street Project (\$15,521.60) vouchers, was made by Jeffrey Fowler and second by Melissa Wadkinson. The miscellaneous payment is transfer. The mortgage tax from Oswego County was deposited to the wrong account. The motion passed unanimously.

Agenda Item #7: Approval of Treasurer's Report

The motion to approve the September and October 2025 Treasurer's Report was made by Jeffrey Fowler and seconded by Melissa Wadkinson. The motion passed 3-0.

Agenda Item #8: Old Business

- A. Mike Lasell submitted initial plans for a senior housing development in the area in front of Selkirk Landing. The plan consists of 11 duplexes and a pavilion and is included in the DRI. To develop as planned a Zone Map Amendment must be made to extend the R-3 zoning to include the land closer to Route 11. The property is currently R-2. The Board agreed that they would approve the change under the following conditions:

- The development must be completed within 2-3 years.
- The project must adhere to the current application/plans.
- The housing must be for seniors for 55 or over at a fair market rate.
- There these must be attached as covenants added to the deed reflecting these conditions.

Jeffrey Fowler made the motion to add a clause to the covenant that if these conditions are not met the property's zoning will revert to R-2. Melissa Wadkinson seconded the motion, and it passed with all in favor. The Board reviewed the SEQR parts 2 & 3 and Melissa Wadkinson made the motion to determine a negative declaration. Jeffrey seconded the motion and it passed 3-0. Melissa Wadkinson made the motion to adopt the resolution to make the Village Board of Trustees the lead agency to determine the environmental impact. Jeffrey Fowler seconded the motion. Melissa Wadkinson, Jan Tighe, and Jeffrey Fowler voted yes. Amy Dobrzynski was absent. The motion passed.

Melissa Wadkinson made the motion to hold a public hearing at the next scheduled Village Board meeting on December 1, 2025, at 5:30 PM. Jeffrey Fowler seconded the motion, and it passed with all in favor.

- B. Grants

1. There have been about 426 meters installed so far. The water tower repainting project is a little behind. The scope of work was expanded due to additional areas that required treatment on the inside of the tank before completion.
 2. C2AE, the engineers working on the Haldane area stormwater mitigation project, is being bought out by Atkins Realis. The project should begin in the spring of 2026.
 3. The Village was awarded a grant from Assemblyman Barclay's office for sidewalk repair. Additional paperwork from the DOT will be coming to the Village for completion.
 4. The Village had the last Core and LPC meeting for the DRI project. We should hear from New York State in March or April about what projects made the final list.
- C. The Village office will begin notifying property owners by mail of the changes coming to the garbage collection system. The Village is changing the operators to Roots Roll-off Professionals and each property owner who chooses to opt in to the program will put a deposit on a trash receptacle owned by the Village. There will be two sizes of cans available. They will be 96 gallons and 64 gallons. Butler will cease operations at the end of November and Roots will take up the current system until the beginning of January. At that point the cans should be available to the residents to pick up. Stickers will be allowed to be returned to the Village office for a refund between January 1st, 2026, and February 28th, 2026. The motion to approve the bid from Cascade for the purchase of the forest green trash receptacles at \$46,000 contingent on hearing back on the alternate vendor that has not responded to our inquiry. If the bid is within 20% the Village bid return to review that bid, but if not, the Board will accept the bid from Cascade. Melissa Wadkinson seconded the motion, and it passed with all in favor.
- D. The Board reviewed a noise ordinance. Exemptions would include noise created by snow removal operations. The Board edited the ordinances regarding prohibitions and decibel levels for equipment and length of sustained or repeated noise that greater than those limitations. The Board agreed to pass the proposed ordinance on to the Village Attorney. Melissa Wadkinson made the motion to hold a public hearing at the December 1, 2025, meeting. Jeffrey Fowler seconded the motion, and it passed with all in favor. Melissa Wadkinson noted that if the Village purchases a decibel meter, order one with a calibration certificate, if it is an option.
- E. The Village is still looking for matching fund to complete the revisions required by the DEC to the Village dam. Jan Tighe will follow up with Ed Gilson and Tim Stahl to request funds from Oswego County. The Village is looking for \$102,000 for the matching funds. The DEC has been patient with the Village so far, but the work should be completed as soon as possible.
- F. Melissa Wadkinson made the motion to adopt a resolution to apply to Arbor Day to renew our status as a tree city. Jeffrey Fowler seconded the motion, and it passed unanimously.

- G. The 250th County Commission met this morning. Next meeting will be at 10:30 AM on December 8th, 2025, at the Half-shire.
- H. Jan Tighe noted that the Village does not have to wait until next year to submit an application to do the insulation at the Haldane Center. The match would be \$5,000 for \$27,000 worth of insulation installed. The mayor will follow up with the town and look for money elsewhere for the match.
- I. The joint Town and Village Comprehensive Planning Board met and had a quorum. Jan Tighe thanked the board for lowering the number of Village seats required. The Board is three-quarters of their way through their review of the plan and will reissue when complete.

Agenda Item #9: New Business

- A. The motion to hold a public hearing December 1st, 2025, on the proposed addition of language to the Village zoning to address manufactured homes within the Village was made by Melissa Wadkinson. Jeffrey Fowler seconded the motion, and it passed unanimously. The Board ultimately decided to hold off until January 2026 so the lawyer can weigh in and the proposed changes could be available to the public.
- B. There is a typo in our code regarding side setbacks for R2 and R3. The setbacks are listed as 50 feet when they should be 20 feet. Code enforcement and the office will verify it was a typo before moving forward.
- C. The motion to send the list of unpaid Village taxes to the County for collection was made by Jeffrey Fowler and seconded by Melissa Wadkinson. The motion passed with all in favor.
- D. The Turkey Trot will be held on Thanksgiving morning.
- E. The Village will be having an insurance inspection early next week with a focus on the DPW building and the arches.
- F. The motion to allow the sale of our old plow for \$600 dollars was made by Melissa Wadkinson and seconded by Jeffrey Fowler. The motion passed unanimously. The plow is not worth anything and cannot be used.
- G. The Board decided to place the old bucket truck on Auction International or scrap it.
- H. A draft of a publication for owners of property in the Historic District to outline guidelines and responsibilities of those owners.

Agenda Item #10: Thank you notes will be sent to the following:

- Mark Dobrzynski for his service on the Village Board of Trustees.
- Katie Maliowski, Robert Desimone, John Parker, Vince Lobdell, Tricia Hax, Bonnie Finnerty, Ernie Wheeler, Margaret Weigel, Ann Buchau, Robin Ford, Tom Jennings, Tricia Peter Clark, Sherry LaFlamme, Steve Gaffney, and Tim Stahl for serving on the LPC committee for the DRI.

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- Two Broke Moms
- The Kingsley Family
- Fulton Co.

Agenda Item #11: Executive Session

Agenda Item #12: Adjournment

Melissa Wadkinson made the motion to adjourn at 8:07 PM. Jeffrey Fowler seconded the motion, and it passed 3-0.

Draft and Unapproved

Jennifer Gibbs

Deputy Clerk

The next meeting will be held at the Snow Memorial Building on December 1, 2025, at 5:30 PM.