

A regular meeting of the Village of Liverpool Board of Trustees was held on January 15, 2019, at 7:00 PM at 310 Sycamore Street, Liverpool NY.

Present:	Gary White	Mayor
	Christina Fitch	Deputy Mayor
	Jason Recor	Trustee
	Michael LaMontagne	Trustee
	John Langey	Attorney
	Mary Ellen Sims	Village Clerk
Absent:	Matt Devendorf	Trustee

Also present was Russ Tarby, Eagle News and approximately 4 other persons.

**Outstanding issues**

Mayor White reviewed the outstanding issues with the following updates:  
Johnson Park – Mayor White stated that he will review the possibility of applying for Community Development funds for ADA Compliant bathrooms in Johnson /Washington Park

Onondaga Lake Parkway Project- no update

LED Streetlights Mike LaMontagne will reach out to Real Term Energy for an update

Tree Capital Project- Trustee Fitch stated that between Christmas and New Year’s, the Tree Committee closed out the Arbor Day Grant. The unused funds may be available this year for Arbor Day.

Employee Handbook- draft revisions were received last week. The draft is being reviewed by the Village Clerk.

Code Book Revisions- Bill Reagan is working on this project. Vendor permits are being reviewed. Film Permit is being introduced at the next Village Board Meeting.

Onondaga County Beach Study- first public meeting will be January 29, 2019 at the Skydeck/Destiny Mall from 5:00 Pm to 7:00 PM.

**Public comment period**

Don Fellows, Vine Street, asked the Village Board why the cost of street lighting was different on Tulip Street and Second Street. Trustee LaMontagne commented that perhaps the wattage is different at each location.

**Correspondence**

None

**Authorization for Mayor White to sign Intermunicipal Agreement with BOCES for providing Technology Services**

Mayor White stated that the yearly renewal for IT services is due at this time with BOCES. They have provided excellent service, prompt to respond to any technical issues and have saved the Village a lot of money. The monthly rate for hosted server environment did not change from last year's rate.

Attorney Langey suggested that Village Clerk Sims send an email to BOCES, revising Section 2.2 of the agreement, changing it to reciprocal insurance, listing the Village of Liverpool as an additional insured.

Motion was made by Trustee Recor, seconded by Trustee LaMontagne to authorize Mayor White to sign the Inter Municipal Agreement with BOCES for providing Technology Services based on Section 2.2 being revised to a reciprocal insurance, listing the Village of Liverpool as an additional insured.

Roll Call Vote:

Trustee LaMontagne	Yes
Trustee Fitch	Yes
Trustee Recor	Yes
Mayor White	Yes
Trustee Devendorf	Absent

Motion Passed.

**Authorization for Mayor to sign Agreement with EDR for additional services which include Ground Penetrating Radar Survey/SHPO Consultation and Bid Phase Services for Cemetery Restoration Project for an amount of \$6,000.**

Mayor White stated that EDR's sub consultant from Ithaca College was able to complete the GPR survey. He said it went very well and based on his preliminary look at the results, he thinks conditions were excellent and that the Village should receive a high-quality data set. They are currently processing the data and he anticipates being able to share some preliminary mapping with the Village very soon.

The agreement for additional services includes the Ground Penetrating Radar, which is currently being completed and the bid phase services. Mayor White would like to set up a meeting with Pat Heaton, EDR, Trustee LaMontagne and himself to discuss the components of the Bid Phase Package.

Trustee Fitch commented that there were two other vendors that originally bid on the project and that their bids did include bid phase services. Trustee Fitch also stated that she felt that County Purchasing could have assisted the Village with purchasing.

This will be on the February agenda.

**DPW STATS-None Received**

**Police – STATS**

Mayor White presented the following STATS for the month of December:

220 Traffic Stops  
227 Traffic Tickets issued

- 02 DWI arrests
- 11 Accidents Investigated
- 07 Parking Tickets issued
- 116 Residential Property Checks
- 503 Incidents

The Liverpool Police Department arrested a total of 35 individuals this month with 53 charges filed.

The LPD has completed the background investigation into a candidate for a part-time police officer position. The candidate is Michael Bufano. He is currently employed as a part-time officer for the Village of Pulaski.

Chief Morris is requesting authorization to make an offer of part-time employment to Mr. Bufano. He will then complete a medical examination prior to being officially hired.

Motion was made by Trustee LaMontagne, seconded by Trustee Fitch, to authorize Chief Morris to make an offer of part-time employment to Michal Bufano. Motion Passed.

### **Codes—STATS**

Trustee LaMontagne read the following STATS from the codes department for December:

- 8 New project application reviews
- 7 Permits approved or extended
- 27 Construction inspections
- 12 Certificates of compliance
- 5 Complaint inspections
- 8 Fire code Inspections
- 3 Misc. Inspections
- 7 Rental Dwelling Inspections
- 34 Violation Inspections/Re-inspections
- 22 Letters, notices, citations
- 32 Signs removed from Village property
- 24 Miscellaneous Recorded Actions

### **Discussion on permitting food vendors during events in Johnson and Washington Parks.**

The Village of Liverpool has received a new application for a food vendor license. A vendor pays \$175.00 for a license fee and is good for one year.

Section 212-2 of the Village Code regulates food vendors and is very comprehensive. Codes Official Bill Reagan submitted an inter-departmental memo outlining the code. He also submitted a map showing allowable areas for a food vendor.

Mayor White stated that there are concerns that must be addressed. Mayor White requested that the Village Clerk's Office contact the State DOT and County DOT for any restrictions on food vendor trucks parked on State and County highways. NYS Vehicle and Traffic Law 1157 expressly prohibits occupying any part of the State Highway ROW for the purpose of selling or soliciting, except in a City or Village. Standard practice in Cities and Villages is to defer to local zoning and enforcement.

Mayor White asked that the Board members review the code and be prepared to discuss at the February Meeting.

**Historian – Annual Report**

Dorianne Gutierrez, Village Historian, submitted the annual report for the Liverpool Village Museum and Historian’s Office .

The report outlined the programs, special events, activities and projects from last year. The report outlined the projects underway for 2019. Artifact Donations highlights were listed on the report.

Village Historian Dorianne Gutierrez offered a special thanks to Sandra Callahan, Bill Asmus and the DPW crew.

**Financial – Approve abstracts**

Motion was made by Trustee Fitch, seconded by Trustee LaMontagne to approve the following abstracts: General Fund Abstract # vouchers # 455-510 in the amount of \$ 144,090.38 and Sewer Fund, Abstract #8 vouchers # 511-513 in the amount of \$36,539.10.

Roll Call Vote:

Trustee Recor	Yes
Trustee Fitch	Yes
Trustee LaMontagne	Yes
Mayor White	Yes
Trustee Devendorf	Absent

Motion Passed.

**Monthly Report of the Treasurer was presented to the Board of Trustees.**

**Transfers:**

Motion was made by Trustee Fitch, seconded by Trustee LaMontagne, to approve the following transfers:

From	To	Amount	Number
A9010.8 State Retirement	A1440.4 Engineering	917.00	1
A3120.4 Police Contractual	A3120.499 Police training/travel	755.75	2
A5110.1 Street Mntc Wages	A5110.13 Street Mntc OT	125.36	3
A7110.11 Parks Summer Employee	A7110.13 Parks OT	114.38	4
A7510.44	A7510.43	32.26	5

Historian service agreements	Historian office supplies		
A7550.22 Holiday Lights	A7550.4 Holiday Decorations	816.00	6
A8810.12 Cemetery summer employee	A8810.13 Cemetery OT	96.00	7
A9010.8 State Retirement	A9950.9 Transfers Cap Projects	17382.18	8
A9015.8 Police Retirement	A9950.9 Transfer Cap Projects	2617.82	9

**Motion passed.**

**Approve minutes of December 17, 2018**

Motion was made by Trustee Fitch, seconded by Trustee LaMontagne, to approve the minutes of December 17, 2018 as presented. Motion Passed

**Adjournment**

Motion was made by Trustee Recor, seconded by Trustee LaMontagne, to adjourn the meeting. Meeting was adjourned at 7:52 PM Motion Passed.

Respectfully submitted,

Mary Ellen Sims  
Village Clerk Treasurer