

STATE OF NEW YORK  
ONONDAGA COUNTY  
TOWN OF CICERO

SS:

The Cicero Town Board held their regular meeting on Wednesday, February 12, 2014 at 6:30 p.m. at the Cicero Town Hall, 8236 Brewerton Road, Cicero, NY 13039.

Present: Jessica Zambrano, Supervisor  
Tim Burtis, Deputy Supervisor  
Mark Venesky, Councilor  
Mike Becallo, Councilor

Others Present: Tracy Cosilmon, Town Clerk  
Christopher Woznica, Highway  
Joseph Snell, Police Chief  
Robert Germain, Germain & Germain, Town Attorney  
Bruce W. Letts, C & S Companies, Town Engineer

Absent: C. Vernon Conway, Councilor

The meeting was opened at 6:30 p.m. with the Pledge of Allegiance.

Councilor Venesky requested a moment of silence be observed in remembrance of our men and women serving in the Armed Forces in harm's way.

Supervisor Zambrano indicated where the fire exits were and read the following statement:

The Cicero Town Board acknowledges the importance of full public participation in all public hearings and therefore urges all who wish to address those in attendance to utilize the microphones located in the front of the room. At this time please silence your cell phones and asked all Town Councilors to speak clearly into the microphones to enable all to hear. If anyone is unable to hear please let them know so they can take any corrective action.

Supervisor Zambrano announced that they would be having an executive session that evening but they would not be reconvening; there will be no decision making, so at the end of Public Input they will adjourn.

**APPROVAL OF TOWN BOARD MEETING MINUTES**

Councilor Venesky moved the adoption of a resolution to approve the minutes of the January 22, 2014 Regular Town Board Meeting. Motion was seconded by Councilor Venesky.

Ayes- 4 and Noes – 0. *Motion carried.*

**BUDGET MODIFICATIONS**

Supervisor Zambrano stated there were no budget modifications.

**PRESENTATION BY KATE McCaffrey, DIRECTOR OF NOPL, AND ROB BICK,  
PRESIDENT OF THE NOPL BOARD OF TRUSTEES RELATIVE TO SERVICES FOR  
LOCAL RESIDENTS AND THOSE FROM OUTSIDE THE COUNTY**

Rob Bick, President of the NOPL Board of Trustees explained that in the Northern Onondaga Public Library system (NOPL) they have 56,000 people in our service area and what they discovered over a period of a couple of years was that roughly 20 percent of their circulation was going to residents from Oswego County. The issue with that is that NOPL is one of the state's very few state legislative library districts where people from the towns of Clay and Cicero actually have a line item charge on their tax bill for NOPL services. What their research indicated is that 20 percent of their services were going to people who did not contribute to the funding of the library, so they are providing free services to residents from other counties. Kate McCaffrey, Director of NOPL, met with all the directors from all of the suburban libraries in Onondaga County and found that in some of these border library towns it was also a similar scenario. So over two years, the libraries got together and crafted a policy (what they call an outside-borrower or user policy) to charge a specific fee to people outside these districts that we're not paying to contribute to the funding of the libraries; they arrived at a fee and a number and implemented this fee back in September of 2013 - the fee is \$35.00. There are many of them that felt it should be more but you have to make concessions in order to make these policies universally apply. Liverpool Library, which has about 53,000 users, also implemented the policy February 3<sup>rd</sup> and so far they haven't really had any difficulties implementing that policy. One of the bigger issues is that once all this was approved and the Onondaga County Public Library system in general approved, the County Executive decided she didn't like the idea so there is going to be a dilemma. The two largest library systems in the county have implemented this without any difficulty, so we are continuing to move forward with it and it is not posing any problems. What they did find when they scanned each library individually was that 63percent of our usage in Brewerton came from Oswego County residents and that's a fairly substantial portion; that would be akin to the Town of Cicero plowing roads in Oswego County for free, which we all know we don't do. Because NOPL is a Library district, we have to charge our taxpayers for the services; we really don't feel we should be providing free services regardless of whether it's a library system or not.

Rob Bick said one of the positive impacts to people in Oswego County is that they are now getting greater library usage in their own county, which should spur their own legislator's and elected officials to fund those libraries at a higher level, which will in turn increase their library participation and the options for people using those libraries. Basically, it's a win-win because Cicero/Clay taxpayers won't have to fund out-of-district users and the people that are out of district will get better library services at some point because their elected officials will recognize the importance of that library to their constituents.

Supervisor Zambrano asked if Oswego County residents could be members of NOPL that were members of NOPL before without paying.

Rob Bick said the members were and that was kind of a loop-hole he would suspect. When those libraries were formed, Brewerton from a library district perspective stops at the river, but Brewerton from a demographic perspective expands beyond the river and that was never addressed back in 1995 when the legislation was developed to fund these libraries. It probably would have been a good idea at that time, but at this point it is a very cumbersome process to do that.

Councilor Venesky said he has been to the Brewerton Library and he is also aware of the library facilities that are available in Central Square and he has one concern: Being a taxpayer living in the Town of Cicero and Onondaga County, he certainly understands that we don't want to be paying for services or for people that enjoy those services coming from other counties. One of the things that he thought about and would like everyone to think about is that a lot of the kids that use that library (and they dropped off approximately 60% of the usage in Brewerton after we stopped), are living in less affluent neighborhoods than a lot of us enjoy here. In the spirit of offering education and enlightenment in a nice, warm, comfortable place for them to do their homework and to read, he'd like to somehow rethink or take a look at maybe joining forces with the folks across the bridge in Central Square and maybe they can come to some sort of agreement where instead of asking the families of those children to spend \$35.00 for each one of those kids and their families to come over, maybe they could work out a deal with the Village of Central Square to maybe somehow subsidize that or work together on it. He asked Rob Bick if that's something they would think about.

Rob Bick explained that the \$35 fee is already subsidized. Your average \$100,000 house pays about \$63 or \$64, so the \$35 is actually subsidized already; it's a family membership not an individual membership and they did approach not only the Central Square School District

Superintendent, but also the Oswego County Legislator. They explained the problem to them and asked if they could help us out/ to help us fund their taxpayers –they said yes we understand your problem, but we are not going to give you any money. Rob Bick said he believes that they have a system in place for school children.

Kate McCaffrey said that they did have a system for children or any one of any age that attends school in Onondaga County - they are all exempt from the fee. The card fee is not a family fee, as such, it's an individual fee in that one person has to be responsible, but families can share a card. The problem with getting money directly from Central Square is that you are then taking money away from the Central Square Library and what they really want them to do is to better support their own libraries. The library in Constantia closed a couple of years ago and statements were made publicly that we all could go and use the Brewerton Library. The Central Square Library is badly underfunded but typical taxes in Central Square for the library are \$7 per year and people in Cicero pay many, many, times that, so we don't want to undermine support for libraries in Oswego County; we want to really encourage them to develop better libraries. They have been reducing funding to libraries, consistently, over a long time and to some extent we in Onondaga County are enabling that by making great libraries available in Baldwinsville, Liverpool and NOPL. They are sympathetic to the concern about children and she can say that many, many, services are still free; any programming, school-age programming, story hours, programs for seniors, use of our computers, reference pads, reference help, a comfortable place to read - all of those things are still free. They don't ask anybody where they live. But, in order to borrow materials - they are people asking people to support what they think is a fair price really; particularly since a family can show one card and the borrowing limit is 50 items. So, they struggled with this a little bit too. We all support children and we support education – libraries are partners in education and always have been, so this was not something that the NOPL Board came to easily, this was discussed at great length, but in order to be responsible to our own taxpayers and in particular to maintain the Brewerton Library with that level of usage. Sixty-three percent just didn't seem sustainable to allow that to continue.

Councilor Burtis said the library business is tricky because you can't tell people where to go so people are going to go the library that they like and are comfortable with. The kids that want to cross the bridge and go to the Brewerton Library are going to continue to go, which he thinks is the tricky part.

Kate McCaffrey said they were approached by a couple of organizations in Central Square that wanted to offer "scholarship cards", and we didn't feel we could administer that ourselves; that's not really our role, but we did direct them back to the school to maybe identify some families for whom that would be really helpful, or clergy whom we thought maybe they could identify some families that are really needy. We are also trying to encourage the idea of giving a gift, so a birthday present of a library card for a year to a senior, a grandparent or a parent, we think that's a great gift.

Supervisor Zambrano asked Kate McCaffrey if the borrowing rate was 50 items at one time.

Kate McCaffrey replied yes. As they change their collections for example, one of the things she wanted to talk to them about was Hoopla which they are introducing on Valentine's Day. Hoopla is a downloadable resource service, its movies, tv shows, audio-books and music albums. There is a cost per download to that and it makes it difficult to be subsidizing non-taxpayers to a really great extent. These downloadable items, you don't even have to go into the library, you can stay home with your library card, which makes it a great resource for all of us, but it does make the question for support for your own library a little bit more complicated when you don't even have to drive into the library. Hoopla is great! They are very excited about it and we think you're going to love it! It's easy to use and all you need is a network connection, a library card, a smart phone or a tablet and all next week they will have staff demonstrating it, but you can also go to our website and look for questions. The library is really not about books entirely, all together any more, we have Tai Chi lessons, a fitness club, all kinds of health resources, computer classes, and one-on-one instruction for multiple devices. They have a Maker Club for kids, not any kids, but kids who like inventing, creating or making new things. We have the NOPL Knitters that take over our library several times a week; they are enthusiastic and great library supporters. We have a library farm, which we think is unique in this country; it's a ½ acre organic garden and people can check out library plots and come in and do their own gardening on the Cicero property. We are showing movies, we are doing our Oscar previews such as Captain Philips, Gravity and lots of kids programming. If you have kids and you don't know what to do then take a look at the back of the flyer that I left, you'll see a whole lot of things going on. We have seven Story Hours a week, we have book discussion groups, and there is also a wonderful reading and discussion program. We have increased our hours, we open at 9:30 am now Monday thru Saturday, and they stay open until 5 o'clock on Saturdays.

Councilor Burtis said NOPL does a great job. His family enjoys NOPL very much and they go to the Brewerton, Cicero and sometimes even North Syracuse locations.

### **PERSONNEL MATTERS**

#### *Kaci Toms as Recreation Attendant*

Councilor Becallo moved the adoption of a resolution to appoint Kaci Toms as Recreation Attendant for fall, winter and spring programs at a rate of \$8.00/hour, effective January 27, 2014 (part-time position). Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

#### *Lori Lake-Toms as Parks and Recreation Commission Clerk*

Councilor Becallo moved the adoption of a resolution to appoint Lori Lake-Toms to the position of Parks and Recreation Commission Clerk at a per session meeting rate of \$80.00, including the preparation of minutes. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

#### *Kristin Ryder as Planning Board Clerk*

Supervisor Zambrano moved the adoption of a resolution to appoint Kristin Ryder to the position of Planning Board Clerk at a per session meeting rate of \$207, including the preparation of meeting minutes. Motion was seconded by Councilor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

#### *Approve expenditures for Deputy Code Enforcement Officers John Dunham and David Balcer to attend the required N.Y.S. Building Officials Conference*

Supervisor Zambrano moved the adoption of a resolution to approve expenses in the amount of \$700 for Deputy Code Enforcement Officers John Dunham and David Balcer to attend the required N.Y.S. Building Officials Conference from April 1-4, 2014. This is a local conference and no other expenses will be incurred. Motion was seconded by Councilor Becallo.

Ayes - 4 and Noes- 0. *Motion carried.*

#### *Approve Expenses for Code Enforcement Officer Steve Procopio to attend training with Northern Adirondack Code Enforcement Officials Association*

Supervisor Zambrano moved the adoption of a resolution to approve expenses not to exceed \$902 for Code Enforcement Officer Steve Procopio to attend required training with Northern Adirondack Code Enforcement Officials Association from March 3-6, 2014 in Lake Placid. Breakdown of expenses includes \$240 training fee, \$412 for four hotels days, \$150 for food, and \$100 for gasoline. Motion was seconded by Councilor Becallo.

Ayes - 4 and Noes- 0. *Motion carried.*

### **HIGHWAY DEPARTMENT**

#### *Fence Repair*

Councilor Venesky moved the adoption of a resolution to approve \$1,290.00 to Atlas Fence for fence repair from off road drainage job (off of Bethlehem Lane). Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

*Highway Stock Parts*

Councilor Venesky explained that these were stock parts. This time of year our snow plows are on the road and things break, couplers break, so these are stock items so we don't have to go running to the store; we can fix our trucks and not lose any down-time with them.

Councilor Venesky moved the adoption of a resolution to approve \$1,843.50 to Frank Murken Products for hydraulic hose and fittings-elbows, swivels and couplers. Motion was seconded by Deputy Supervisor Burtis.

**Discussion:**

Councilor Becallo asked Chris Woznica if he received the agenda items through his email.

Chris Woznica replied no, that the agendas were handed to him.

Councilor Becallo told Chris Woznica that he had emailed him asking for an explanation and a summary of each item, an explanation to the priority of need and he never received that. Councilor Becallo said it is very difficult for him to okay things that are over \$1000 without an explanation or a summary of each item, as well as the priority to of need.

Chris Woznica explained that these items are a stocked item and if he didn't need them he wouldn't buy them. Don't approve it, he won't send that truck out to get fixed and plow with it. He doesn't go out and arbitrarily spend money to spend money; we shop the best prices we possibly can. He has been here 14 years, not 3 weeks; we know what we are doing out there. He doesn't go out there and spend money to spend money.

Councilor Becallo told Chris Woznica that as a Town Board member it is his job to ask questions and it is very difficult in the business world, especially to approve anything over \$1000 without a summary of the item as well as the priority of need.

Chris Woznica explained that this time of year he doesn't have to time to make an email; he'd been on the road since 3 o'clock that morning. If Councilor Becallo wants an explanation, stop in his office or give him a phone call and ask if he really needs these items. The answer would be yes. If he didn't need them they wouldn't be on the agenda. It's as simple as that.

Councilor Venesky pointed out that they were going to replace (8) tires for truck #41. They get approximately 2 years out of a set of tires. The preferred tires they would like to have would be Michelins because of the wear, the handling and the durability; this is some of the research that goes into this. He and Chris Woznica talked about it. Chris shopped those tires and they settled on a set of Firestones which are the least expensive set of tires; they are giving up a little bit on wear but they are certainly saving some money on shopping a lower grade tire, so on some of these items he just wanted, as an FYI, to let them know that we are shopping for price, but we are also looking to get the best value for our dollar.

Continuation of vote:

Supervisor Zambrano said they did not finish voting on the \$1843.50 to Frank Murken Products for hydraulic hose and fittings-elbows, swivels and couplers. She asked Tracy Cosilmon if the motion was seconded.

Tracy Cosilmon said it had been seconded by Councilor Venesky.

Ayes - 3 and Noes- 0. *Abstained* – 1 Councilor Becallo requested that it be noted in the minutes that he was abstaining for the reasons he stated in the discussion.

*Motion carried.*

*Approval for (8) Tires*

Councilor Venesky moved for the adoption of a resolution to approve \$4,200.00 to Commercial Truck Tire for (8) Firestone tires to replace worn out tires on truck #41. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 3 and Noes- 0. *Abstained* – 1 Councilor Becallo requested that it be noted in the minutes that he was abstaining for the reasons he stated in the discussion.

*Motion carried.*

*Approval for Oil Pan Replacement for Truck#29*

Councilor Venesky moved for the adoption of a resolution to approve \$1,422.84 to Beam Mack for oil pan replacement for truck #29. The oil pan is rusted out and the truck is inoperative without its replacement.

Ayes - 3 and Noes- 0. *Abstained* – 1 Councilor Becallo requested that it be noted in the minutes that he was abstaining for the reasons he stated in the discussion.

*Motion carried.*

*Repair of Swing Gear Box and Hydraulic Pump*

Councilor Venesky moved for the adoption of a resolution to approve \$4,914.29 to Vantage Equipment for repair of the swing gear box and hydraulic pump on our excavator (equipment #45), that also includes labor. That machine is 10 years old and the hydraulic pump will be rebuilt but the swing gear box is just worn out. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 3 and Noes- 0. *Abstained* – 1 Councilor Becallo requested that it be noted in the minutes that he was abstaining for the reasons he stated in the discussion.

*Motion carried.*

Supervisor Zambrano said as new Town Board members they have all had questions about the expenditures in the Highway department. It is fair to say, because it's an accurate statement, that the Highway budget is the largest budget of all - its 4.6 million dollars this year. They have had discussions about highway expenditures for as long as she has been involved in and all around it. So she thinks that as much as he can provide more information, she thinks it would be appreciated by all of the Town Board members. She knows that she has had similar questions in the past and he well knows that she has questioned some of the expenditures.

Councilor Conway and Councilor Venesky are the liaisons and she has asked that they make sure that they review all of these items with Chris Woznica prior to them being distributed so that everyone knows. No one is saying that his purchases aren't justified, but she thinks that everyone would feel more comfortable if they had more information.

Chris Woznica said he believed that Councilor Venesky did approach him about every item on the agenda and he also spoke to Councilor Conway earlier last week about these items and they were all on board.

Supervisor Zambrano suggested that perhaps Councilor Becallo can speak with the liaisons but if he has questions she thinks it is reasonable to have his questions answered. She has also asked Chris Woznica that his expenditures not be distributed to the Town Board until they have been reviewed.

Chris Woznica said this was why he is drawing a blank. Supervisor Zambrano says not to pass out the expenditures until they have been reviewed but Councilor Venesky and Councilor Conway reviewed them and then they handed them out. How would Councilor Becallo be able to review them if they are not handed to him?

Supervisor Zambrano told Chris Woznica they would talk further regarding communicating.

Councilor Venesky said just for some clarification, there was a disconnect on the purchase order and the requests from the Highway department. Chris had been ill last week and missed a couple of days last week, there was a miscommunication with Chris' secretary, who puts these things together and passes them out. There was a miscommunication he believes, with Supervisor Zambrano and consequently, they went out without him being able to see them prior. In the slight defense of Chris, it was a miscommunication with Chris' secretary.

Councilor Becallo explained that he wasn't taking shots at anybody; it's just that it's very difficult, especially in his line of work, to approve something over \$1000 without getting an explanation, a summary, as well as the summary to the need.

Chris Woznica told Councilor Becallo that everything they buy is over \$1000; any part out there is well over \$1000.

**PARKS AND RECREATION DEPARTMENT***Approve \$3,880.00 to Lumberjack Tree Service*

Councilor Becallo moved the adoption of a resolution to approve \$3,880.00 to Lumberjack Tree Service for tree removal, stump grinding or tree trimming at Gateway Park, Central Park, and Senior Center. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

*Approve \$1,575.00 to Vitale Ready Mix Concrete Inc.*

Councilor Becallo moved the adoption of a resolution to approve \$1,575.00 to Vitale Ready Mix Concrete Inc. for 75 cubic yards of infield Mix for Central, Skyway, and Gateway Parks. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

*Approve \$1,777.50 to Vitale Ready Mix Concrete Inc.*

Councilor Becallo moved the adoption of a resolution to approve \$1,777.50 to Vitale Ready Mix Concrete Inc. for 90 cubic yards of topsoil. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

*Approve \$8,105.00 to AAA Quick Plows*

Councilor Becallo moved the adoption of a resolution to approve \$8,105.00 to AAA Quick Plows for Mowing Contract for the cemeteries. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

*Approve \$1,467.00 to Commercial Lawn and Landscaping*

Councilor Becallo moved the adoption of a resolution to approve \$1,467.00 Commercial Lawn and Landscaping for Herbicide Contract for parks, buildings and cemeteries. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

**TOWN CLERK'S OFFICE***Annual Support/Maintenance Agreement with Business Automation Services (BAS)*

Councilor Becallo moved the adoption of a resolution to approve \$1,230.00 for the annual Software Support/Maintenance Agreement with Business Automation Services (BAS), Inc. for the Town Clerk's Office. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

Councilor Becallo said he liked seeing the fact that any updates to the system are included.

*Approve Contract with General Code*

Councilor Becallo moved the adoption of a resolution to approve a contract with vendor General Code for the scanning of Codes Office documents at a cost not to exceed \$29,447.80 and to authorize the Supervisor to execute the agreement. This funding is provided by a NYS Archival grant.

Councilor Becallo said they figured out the space will not be an issue because General Code will back all of that information up.

Motion was seconded by Councilor Deputy Supervisor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

### **CODES OFFICE**

#### *Authorize Annual Payment for Municipality*

Deputy Supervisor Burtis stated we have had Municipality for several years and it is a budgeted item.

Councilor Becallo said he did some research on Municipality and he found out that back in 2010 the BAS company who is the computer software in the Town Clerk's and the Tax Receiver's Office had also submitted a quote. He received an email from a Robert Vitti at BAS, who said he had written the original quote on 06/24/2010 and requested an (8) station network with the following modules: building permits, code enforcement/complaint tracking, periodic inspections includes fire inspections, planning and zoning RPS sync. The initial cost was \$29,820.00. This price included software, the implementation services, data base configuration, installation and training and, it also included a 15percent customer loyalty discount; it was very aggressive pricing for a town of our size. The contract that we agreed on was with Municipality, which is the same exact software, just a different company. BAS is out of Albany, New York, it's a local company. Municipality is out of a different state, he thinks its Ohio. The contract for that, the same exact software was \$72,035.00 with an estimated annual maintenance fee of the \$9,257.00, where the BAS was \$4,000.00. He just wanted to point that out to the people in the room and the people of Cicero that we had a bid from a software company who is already in this town. When you work software companies it is best to go with one vendor and one vendor only and to keep it that way and that is why he was chosen as the IT person here in town. We will have wasted over hundreds of thousands of dollars for software that does virtually the same thing, actually does do the same thing. Actually the software from BAS is actually superior to the software of Municipality. For just the general price up in the beginning, the difference of \$72,000 and \$29,000 is outrageous - it's unconscionable. He doesn't even know if we are using Municipality to its full services.

Deputy Supervisor Burtis asked if they were looking into seeing if we are using Municipality to its fullest extent.

Councilor Venesky said it was all new to him. He's not a computer or software gurus, he knows enough to be slightly dangerous. He told Councilor Becallo good work. Some of the questions he would have is if we were to move off of the Municipality software to the BAS software what would be the obstacles, the cost, the man hours, what would be the advantages/disadvantages other than just the initial cost.

Councilor Becallo explained that this needs to be talked out at a different time. But, with any conversion of software you have to convert the data that is currently in software you are using to the other software. He's not going to lie, there's a cost that's incurred with that and he doesn't know if we are going to get the \$29,000 price that we got before. But it's something that he wanted to point out, something that we should look into and he gladly will. The price difference is astronomical!

Deputy Supervisor Burtis said that was history, but they could learn from it.

Councilor Becallo said they could get out of the contract. In doing the math, going down the road, it wouldn't pay itself off for 7 years, but after the 7 years they would save over hundreds of thousands of dollars.

Councilor Venesky said they need to consider what he calls the landed cost. If someone gives him a price for something he wants to know actually what he's going to pay for it. With the software savings one of the things he's sure Councilor Becallo will consider, as he moves forward and research this for us, is the cost to move the software over, the cost to convert the data, the man hours involved and the downtime in Mr. Hooper's department to affect this change if we should choose to go that way, but those are some of the things that he thinks should be considered in the research.

Supervisor Zambrano stated Municipality was bought in 2011, and in her opinion there was not a lot of sufficient investigation that went into it. She thought the price was astronomical at the time

and when this came up to a vote, and she was on the Board at that time, she was one of the two people that voted against it. The administration changed, they were into a new year and they attempted to try to extricate ourselves from the contract but were not able to do so and that was on the advice of counsel. The fact is that Muncity has had a slow start-up because of all of the problems that have occurred the last two years in the Codes office. We are now getting to the point where the Codes office is stabilized with a Director; there has been a great deal of effort to transfer all of the information that has been manual to the software program and the reason that we chose General Code tonight was to complete the scanning of the documents into the system that integrates with Muncity. While Councilor Becallo may have done some great research, it's impractical to think that we are going to switch right away. In fact, we are trying to get other departments to give up BAS maybe, and to go to Muncity since we have invested so much time and money into it. We have a huge investment in this now and to think about switching, she thinks is also unconsciousable.

Councilor Becallo pointed out that they go to the actual owners of the software with BAS, now with Muncity and General Code the difference is we can't call up Muncity to get our issues fixed, we have to call up General Code who isn't Muncity to get that information fixed; that's another huge issue that we need to settle out. When you call up a vendor, BAS you're calling up the actual vendor, when you are calling up General Code you are calling up somebody secondary who bought the software to resell to us so you're not really calling Muncity.

Deputy Supervisor Burtis asked Councilor Becallo how long he thought it would take to look into switching it over because they still have this before us, it's still his idea that they still need to pay the annual maintenance. Would it be 6 or 8 months?

Councilor Becallo said Robert Vitti from BAS wants to move quickly and wants to be here this week. He said he thanked Robert Vitti for the information, but it was something as a group that they need to figure out together. He agrees with some of Supervisor Zambrano's points.

Deputy Supervisor Burtis asked what the time frame would be to convert.

Councilor Becallo replied that it wouldn't be quick.

Deputy Supervisor Burtis moved the adoption of a resolution to authorize payment of the annual maintenance fee of \$9257.00 for the Muncity computer software program. Motion was seconded by Supervisor Zambrano.

Ayes - 3 and Noes- 1. Councilor Becallo voted no based on what he found.  
*Motion carried.*

### **BRUSH CONTRACT**

Councilor Venesky stated that Brush Contract has expired and we are allowing the Office of Purchasing of Onondaga County to put it out to a County Bid.

Councilor Becallo asked if this was going to County Bid would the County and the Town have different specs.

Supervisor Zambrano stated this was not going to County Bid; the County prepared this bid for us. The County is handling it, but it's our specs.

Councilor Venesky moved the adoption of a resolution for authorization of the advertisement for bids for the curbside brush collection and disposal services for the Town of Cicero. Said bids are to be received at the Office of the Purchasing Director of Onondaga County, located at the John H. Mulroy Civic Center – 13<sup>th</sup> Floor, 421 Montgomery Street, Syracuse NY 13202 on or before March 11th, 2014 by 2:00 p.m. local time. A copy of the proposed Bid Specifications will be available for inspection at the office of the Onondaga County Division of Purchase at the above referenced address beginning February 18, 2014 and it can also be seen on the County website. Motion was seconded by Supervisor Zambrano.

Ayes - 4 and Noes- 0. *Motion carried.*

Councilor Venesky outlined the following dates regarding the bid:

- February 18<sup>th</sup> the bid package must be available for viewing
- February 23<sup>rd</sup> there will be a Pre-Bid Meeting at Onondaga County

- March 4<sup>th</sup> questions to be submitted – any questions about the bid are to be submitted by then
- March 11<sup>th</sup> bids will be open

Supervisor Zambrano explained that the bids will be opened by the County and then they will be making a recommendation to us for Board consideration.

#### **MS4 AGREEMENT**

Councilor Becallo said the last time he asked for the permit he was told that the permit is 136 pages and he was given the *Table of Contents*, so he didn't feel it was right for any of them to make a decision on it; having not read it. Having read the agreement, there are steep, steep penalties, money penalties an upwards of \$39,000 a day if they don't agree to this contract and he doesn't want any part of that or have the Town charged. It is something that we do standardly and as Bruce Letts, Town Engineer, had explained last time that in Cicero we don't really have that much discharge.

Bruce Letts stated that was correct. As far as the MS4 Agreement, by executing this agreement the Town is contracting with the County at no cost to inspect all storm sewer outfalls in the town over a 5year term. If the County finds and notices a discharge they will notify the Town and ask for authorization before any charges are incurred in trying to locate the source of the illicit discharge. This agreement is an extension of what we just went through in the past 5 years and he doesn't believe they found anything in those past 5 years; nothing would happen without authorization from the Town and there is no cost to the Town for this.

Councilor Becallo moved the adoption of a resolution authorizing the Supervisor to execute an agreement with Onondaga County, effective January 1, 2014-December 31, 2018. This agreement will allow the County to continue to assist the Town of Cicero with efforts required to meet the NYS DEC MS4 regulations relative to Minimum Control Measure 3: Illicit Discharge Detection and Elimination. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

#### **DRAINAGE**

Councilor Venesky moved the adoption of a resolution authorizing the advertisement for the Maintenance of Drainage Facilities Contract. Bids to be received on or before March 5, 2014. Motion was seconded by Councilor Becallo.

Ayes - 4 and Noes- 0. *Motion carried.*

Supervisor Zambrano mentioned that Councilor Venesky and Councilor Conway are both members of the Drainage Committee and they had a pretty successful first meeting a couple of weeks ago. One of the main topics of discussion was this agreement and also some initial plans of the drainage projects that they are going to undertake this year; this is why we need to have a contractor in place to refer these projects to whoever gets the contracts.

Councilor Venesky said the meeting was very positive. It was an eye-opener for him. Mr. Hooper was involved; he is also on the committee. They cleaned up some of the old procedures; they also cleaned up some of the paperwork that they are going to use and mail to some of the residents and they are trying to make it as painless as possible, but as clear as they can for the residents of the Town of Cicero.

#### **SEWER SERVICES**

Councilor Venesky said they have an upcoming issue that they are going to try to head off at the pass. We are being forced to take a look at our sewers. This goes back to Bob Smith's (Planning Board Chair) meeting with the County sewer folks about I&I (inflow and infiltration) water getting into our sanitary sewers. There's some work that the County is doing up in Brewerton to kind of pinpoint some things and also what Mr. Wickman has asked us to do is to authorize some money to do an initial study to find out if we have a problem and secondly, to demonstrate to the EPA and others that we are making a good-faith effort in maintaining our sewers and making sure that they are functioning as we would like them to.

Supervisor Zambrano added that the Town signed an Inter Municipal Agreement with Onondaga County to undertake study of sewers. This is a requirement of that study; it has nothing to do with the EPA. This is just an agreement with the County and we have 18 months to do this study; it's an obligation that we are now contracted to do.

Councilor Venesky moved the adoption of a resolution authorizing the Supervisor to execute a contract with C&S Companies for services associated with emergency sewer system repairs estimated at \$8,000.00 and efforts related to development of a sewer system capital improvement plan as required in the Town wastewater agreement with Onondaga County at a cost not to exceed \$10,000.00. Motion was seconded by Deputy Supervisor Burtis.

Ayes - 4 and Noes- 0. *Motion carried.*

Councilor Venesky said there was also an Environmental Facilities Corporation (EFC) and his understanding was that there may be money available to the town for the repairing of old infrastructure, but he doesn't know if any of that would apply here. He asked Bruce Letts if he was aware of it.

Bruce Letts said he would like a chance to look into it.

Robert Germain said he has experience with it. Unfortunately, to get on the EFC funding list you normally need to have a consent order in place with the DEC (Department of Environmental Conservation) and that's not a place that they want to be. The issue is to get up there on the list for funding - you need to be under the thumb already.

### **DISCUSSION ITEM(S)**

#### **Mission Statement**

Supervisor Zambrano said some of them were interested in having a mission statement for the town. They think if they have a mission statement for the town, it will direct our efforts toward customer service and towards spending taxpayer money efficiently. They've just started some

discussions about this and if anyone has any ideas about what our mission statement ought to look like we would all be happy to hear what they are. Customer service and saving money is very important to us. They will probably try to form a work group to work on a mission statement; she thinks good organizations have mission statements.

Deputy Supervisor agreed. He also thinks we need a mission statement and we should focus on the residents, who are customers. He has been involved with making a mission statement before and it's not an easy thing; there's a lot of boiling down that needs to happen, but it would be a good thing for us to have and it would be a good exercise too.

Councilor Venesky thinks there is a good consensus on the Board. Their believe is that the town or government should focus as a business and we should remember that the reason that we are in business is to service our customers; are customers are the residents and the taxpayers of this town. So what they are looking to do is put that in words so that all of the employees and all of the folks who serve in the town of Cicero keep that in the forefront; that without those people, the people out there paying the taxes and purchasing our product, if you will, none of us would get paid and things wouldn't get done.

#### **Loretto Nursing Home**

Supervisor Zambrano had the opportunity a couple of weeks ago to have a tour of the Loretto Nursing Home, which is off of Meltzer Court. All the buildings are up and are being worked on in the inside. The building she was in had all of the appliances, lighting, and plumbing in. They needed to complete the flooring, kitchens were completely in, the washer and dryer weren't there; they were still doing construction inside and they haven't been furnished. So this was one building, but all of the other shells are up and their objective is to open about June 1<sup>st</sup>; that is an optimistic opening date, but she thinks that it will probably happen sometime this summer. They are not open yet for general tours but soon they will be. Each building is 8500 square feet and each building has 13 bedrooms for individuals; these are nursing home beds, not assisted living or anything less. She did speak with David Mooney who is the Project Director from Loretto and they are going to try to move residents in Onondaga County, who are in nursing homes but originally came from Cicero. They are going to try to transfer those nursing home patients that

are in nursing homes across the county and even across the county into this facility. If they can be accommodated here so that the families can be together and she thinks that is a wonderful thing that they are going to do. They thought that they would take two of the houses and use them as rehab buildings, so they are going to dedicate some of the space for that; that still qualifies as a nursing home bed, then there will be some open beds where people can apply but out of the 151 beds, they want to take about half of them and dedicate them to the Cicero, Clay, Brewerton area who have families here. She thinks that's a very nice objective on their part. They are beautiful facilities, they are very modern and it gets away from the old institution like setting. She will inform everyone when more houses will be open for tours.

#### **PUBLIC INPUT**

There was no public input.

#### **EXECUTIVE SESSION**

Supervisor Zambrano moved for the adoption of a resolution for the Board to enter into executive session to discuss issues the employment history of particular individual and invited the Town Attorney to join them. Motion was seconded by Councilor Becallo. Ayes - 4 and Noes- 0. *Motion carried.*

Supervisor Zambrano stated they would not be reconvening after executive session.

#### **ADJOURNMENT**

Supervisor Zambrano moved the adoption of a resolution to adjourn the Town Board Meeting. Motion was seconded by Councilor Becallo.

Ayes - 4 and Noes- 0. *Motion carried.*

There being no further business before the Board, the meeting was adjourned at 7:39 p.m.

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Tracy M. Cosilmon  
Town Clerk