

**VILLAGE OF NORWOOD BOARD OF TRUSTEES**  
**MEETING MINUTES – REGULAR MEETING**  
**January 21, 2025 – 6:00 P.M.**

**PLEDGE OF ALLEGIANCE**

POINTED OUT THE LOCATION OF THE EXITS ON THE EAST AND WEST WALLS OF THE MEETING ROOM. ADVISED THAT THE ROOM HAS CAPACITY FOR 220 PEOPLE.

Attendees                      Mayor Mark Tebo  
                                      Trustee Michael diVincenzo  
                                      Trustee Robin Fetter  
                                      Trustee Lisa Levison -Excused  
                                      Trustee Matthew Tebo  
                                      Village Clerk Jessica Nezezon  
                                      DPW Superintendent Dan McGregor  
                                      Code Enforcement Jeff Murray  
                                      Waste Water Treatment Plant Michael Smith -Not Present  
                                      Police Chief Shawn Wells  
                                      Fire Chief Jeremy French

Guests: Steve Bartlett, Andy French

**1. ACCEPTANCE OF MINUTES**

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to accept the minutes from the December 17, 2024 Regular Board Meeting.

Ayes    3            Nays    0

A motion was made by Trustee Fetter and Seconded by Trustee Tebo to accept the minutes from the December 17, 2024 Executive Session.

Ayes    3            Nays    0

**2. JANUARY 2025 MONTHLY EXPENDITURES**

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to approve the expenditures for the month of January 2025 in the amount of \$108,368.09 chargeable to the following funds:

General Fund	\$ 58,831.64
Water Fund	\$ 5,049.90
Sewer Fund	\$ 44,094.99
Trust & Agency	\$ 391.56
TOTAL	\$ 108,368.09

Ayes    3            Nays    0

### **3. PUBLIC COMMENTS**

Steve Bartlett introduced himself as the new President of the Norwood Lake Association; a goal of the Association is to build relationships with the school, local government and the community. He announced a Meet and Greet event hosted by NLA Officers and Advisors at the Norwood Legion on January 25<sup>th</sup>. Steve thanked the Mayor and DPW for all they do for the NLA and the Village.

### **4. DPW REPORT**

Written report provided. DPW Superintendent Dan McGregor noted the new truck with plow will be ready in early fall of 2025.

### **5. CODE ENFORCEMENT REPORT**

Code Enforcement Officer, Jeff Murray, noted the filing project continues to progress.

### **6. MUNICIPAL WATER/WASTE WATER TREATMENT PLANT REPORT**

Written report provided.

### **7. POLICE DEPARTMENT REPORT**

Written report provided. Police Chief Shawn Wells announced that the Norwood Police Department is currently short by two officers, which could lead to gaps in the staffing schedule. The Police Academy has relocated from SUNY Canton to SUNY Potsdam. Norwood has potentially three officers enrolled in the upcoming academy who may join the department once they graduate.

### **8. FIRE DEPARTMENT REPORT**

Fire Chief Jeremy French reported that the Fire Department is mandated to have 3 radios, the cost of each radio is \$8000. An application for Zachery Roi of 226 O'Brian Road- Norwood was presented to the Board.

A motion was made by Trustee diVincenzo and Seconded by Trustee Fetter to approve the membership of Zachery Roi to the Norwood Volunteer Fire Department pending a background check.

Ayes 3      Nays 0

### **9. MAYORS COMMENTS**

Mayor Tebo shared that Tisdell has not received any bids for the sewer lining project, but they have received one bid for replacing the street lights. The Village's Council plans to reach out to Dow to discuss the status of the street lights they installed, which were found to be incomplete and non-compliant with National Grid's standards.

A representative from the Comptroller's office contacted us, and we updated them on our progress with financial reporting from 2022 to the present. They were satisfied with the progress and offered support if needed.

Baldwin Acres has installed water meters and will begin tracking monthly water usage. They have received one bid for demolishing the Northern Mechanicals building, which is necessary before construction can start on a new Baldwin Acres apartment complex.

Along with the Police Officers, the DPW crew is now authorized to issue parking tickets to vehicles parked in no parking zones, as this has been hindering their ability to clear snow in these areas.

Mayor Tebo provided several updates, including the arrival of CHIPS funds and the approval by the Teamsters Union for the leave of B.C. to attend the Police Academy, following the completion of a Board Resolution. The Town of Potsdam has started drilling to collect samples at Dry Bridge. A County Legislator is exploring potential solutions for the old school on Prospect Street and will provide an update.

Bruce Green from the St. Lawrence County Real Property Office shared that the overtax error related to the library will result in a one-time increase of approximately 60 cents on 2025 Village tax bills for residents.

The Conference of Mayors clarified that a Board member is not required to provide a reason for abstaining from a vote. Code Enforcement Officer Jeff Murray has identified someone who can help with the beaver dam issue on Morgan Street. Additionally, TextMyGov, a service designed to improve communication between towns, villages, and residents, was presented and could be considered by the Board in the future.

## **10. TRUSTEE COMMENTS**

There were no Trustee comments.

## **11. ACTION ITEMS**

A motion was made by Trustee diVincenzo and Seconded by Trustee Fetter to approve RESOLUTION # 1-1 OF 2025: Bryant Cotey's request for a Leave of Absence for up to a six month leave of absence from the DPW beginning March 3, 2025 through August 4, 2025 to attend a Law Enforcement Academy with the intention to return to full time employment with the DPW and part time employment with the Norwood Police Department. The leave is granted with the understanding that the terms and conditions set forth in this approval do not set a precedent for future leave requests and shall not be construed as creating an entitlement for other employees under similar circumstances.

Ayes 3      Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to approve RESOLUTION # 1-2 OF 2025: budgetary transfers:

Transfer from General Fund account #1192  
\$12,143.09 and \$13,045.00 a total of \$25,188.09.  
To Fire Department Reserve account #0442  
Per Village Board approval on March 18, 2019 and August 18, 2020.

Ayes 3      Nays 0

A motion was made by Trustee Tebo and Seconded by Trustee Fetter to adjourn the regular Board meeting at 6:39 p.m.

Ayes 3      Nays 0

