

TOWN OF CONSTANTIA  
**MINUTES – TOWN BOARD – June 20, 2023**  
7:00 pm Constantia Town Hall

Present: Frank Tomaino – Town Supervisor  
Ronald Chapman, Richard Colesante, John Metzger, Thomas Moran – Council Members  
Clare Haynes – Town Clerk  
Warren Bader – Town Attorney  
Paul Baxter – Tug Hill Commission

Absent: Wayne Woolridge – Highway Superintendent

**CALL TO ORDER:**

At 7:00 pm Mr. Tomaino called the town board meeting to order with the pledge of allegiance.

**PUBLIC COMMENT:**

None

**WASTEWATER:**

Mr. Clark sent the Board with the following report, new items are in bold.

**Constantia North Shore Sewer Project**

A. WWTP Scope:

- Recent Work Completed
  - ✓ Submitted response to DEC regarding NY-2A application on December 16, 2022.
  - ✓ Coordination with vendors for alternate treatment technologies.
  - ✓ Compressed footprint of sludge handling building to reduce construction cost.
  - ✓ Drafted combined headworks and ATB to reduce construction cost.
  - ✓ Compared plans to recent bid results to update cost estimate.
  - ✓ **60% Plan set at printers for delivery to Town and Village by end of week**
- Current Status:
  - Finalize technical specifications
  - **Subconsultants progressing MEP, Arch./structural design**
- Future steps:
  - **Submit 60% plans, specs and BoD Report to DEC for review and comment**

B. Grinder Pump Scope:

- Recent Work Completed
  - ✓ **584/871 home inspections complete to date**
  - ✓ **473 easements** have been fully signed and executed by the Town
  - ✓ Developed preliminary layouts for large uses (marinas, trailer parks, etc.)
  - ✓ All title searches received to date
  - ✓ Alternative layouts for large users (marinas, trailer parks, etc.)
  - ✓ Letter sent to “Constantia 13” regarding grinder pump replacement
  - ✓ Updated cost estimate based on recent bid numbers and quantities identified to date
  - ✓ **60% Plan set at printers for delivery to Town by end of week**
- Current Status:
  - Home inspections have resumed 6 days/week
  - Continue sending easements in batches of 15 to Town for signature and filing
- Future steps:
  - Standardization and pre-purchase Agreement for Grinder Pumps
  - **Submit 60% plans, specs and BoD Report to DEC for review and comment**

C. Forcemain and Pump Station Scope:

- Recent Work Completed
  - ✓ Preliminary DOT feedback incorporated into plan set.
  - ✓ Meeting with E-One regarding forcemain sizing for new alignment.
  - ✓ Revised Drawings with DOT feedback submitted for further DOT review.
  - ✓ Wetlands and DEC 100 ft. adjacent areas incorporated into environmental review set.
  - ✓ Stream crossing profiles incorporated into plan set.
  - ✓ Updated quantity takeoff and estimate based on recent bid results.
  - ✓ **60% Plan set at printers for delivery to Town by end of week**
- Current Status:
  - Finalizing technical specifications
  - Waiting for additional DOT comments on revised plan set.
  - **Subconsultants progressing MEP, Arch./structural design for major Pump Stations**
- Future steps:
  - **Submit 60% plans, specs and BoD Report to DEC for review and comment**

D. Funding, Permitting, and Other Items:

- Recent Work Completed
  - ✓ NYSDEC WQIP Grant Application submitted July, 2022
  - ✓ CDBG Awarded on November 16, 2022 for max \$1,250,000.
  - ✓ CDBG Grant Agreement Executed on January 12, 2023
  - ✓ NYSDAM (NYS Department of Ag & Markets) coordination for OCR sign off.
  - ✓ Submitted funding application for Schumer and Gillibrand FY23
  - ✓ B&L attended E-One Factory training with Town Highway at E-One Factory.
  - ✓ Submitted funding application for Claudia Tenney’s FY23 CFP appropriations list for \$4M.
  - ✓ Preliminary discussion with legal and bond counsel for increase bond resolution.
  - ✓ Debrief call with DEC confirmed project is eligible for another \$10M in grant!
  - ✓ Project was endorsed through CPF by Claudia Tenney for \$4M in grant!
  - ✓ **Resident Letter of Support prepared**
  - ✓ **Addendum No. 3 to PER issued for 2024 IUP Listing on June 16, 2023**
- Current Status:
  - Archaeological fieldwork ongoing.
  - Working with UDSA RD on National Pooling availability.
  - **Town workshop meeting – June 26**
  - **Attending CNY Regional Economic Development Council Funding Workshop – June 29**
  - **CFA Grants – due July 28**
- Future steps:
  - Comptroller approval process may be necessary with increased bond resolution.
  - Attendance at CNY Regional Economic Development Council meetings
  - Meeting with Albany stakeholders – NYSDEC, NYSEFC, etc.

Mr. Tomaino told the board he has extra copies of the letter of support for the sewer district in his office if anyone is looking to submit a letter. Mr. Chapman also has some at Buckingham’s Market.

Mr. Tomaino has called a special meeting on June 26<sup>th</sup> at 9am to discuss sewer funding with Barton & Loguidice.

**PARK AND RECREATION:**

Ms. Zehr could not be in attendance tonight but has contacted Mr. Tomaino to let him know about recent vandalism at the park. The security system did get good pictures of his face and car, hopefully the police will be able to make contact.

Ms. Zehr also told Mr. Tomaino that they have a full staff for the summer. While trying to hire personnel for the park it was brought to Mr. Tomaino’s attention that we were losing employees as our hourly wages were significantly lower. After discussion, Mr. Chapman made the motion to increase the hourly wages of Lifeguards to \$18.00, WSI/Aquatics Director to \$20.00 and Counselors to \$15.00, seconded by Mr. Metzger.  
Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

Mr. Tomaino told the board that the new driveway and the other improvements have been completed at the park. The park looks very nice.

**ARPA:**

Mr. Tomaino brought with him the proposal for a new generator for the VFW, the board has already approved using ARPA funds to donate \$10,000 towards the purchase of this new generator. Mr. Walters came in to request additional funding for the generator, total cost for the generator is \$19,000. Mr. Moran reminded the board that the VFW will be listed as an emergency shelter when Oswego County updates the Hazard Mitigation Plan. After discussion, the board members decided not to honor the additional funding request at this time.

**MINUTES:**

Mr. Metzger made the motion to accept the minutes of the May 16<sup>th</sup> public hearing and town board meeting, seconded by Mr. Moran.  
Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

**VOUCHERS:**

Mr. Moran made the motion to accept the following vouchers as listed on Abstract #6 Dated June 20, 2023 which have been approved by the Town Board and authorized for payment:

General:	181-227	\$32,930.43	Sewer:	37-38	\$136,147.61
Highway:	104-128	\$69,366.65	ARPA:	6-10	\$ 51,949.94
Trust and Agency:	1-2	\$33,483.94	B-Bay Water:	4	\$ 2,012.00

Seconded by Mr. Moran.

Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

**SUPERVISOR:**

Mr. Moran made the motion to approve the supervisor’s report dated May 31, 2023, seconded by Mr. Chapman.  
Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

**HIGHWAY:**

Mr. Woolridge is not in attendance tonight as they started paving.

Mr. Tomaino did speak to Mr. John Whitney about battery disconnects on all trucks, this is something our insurance carrier is requesting. Mr. Whitney told Mr. Tomaino all trucks are already equipped with the disconnects.

#### **APPROVAL OF DEPARTMENT REPORTS:**

Mr. Moran made the motion to accept the following reports as received for May, seconded by Mr. Chapman.

- a. Code Enforcement
- b. Justice Pelon and Justice Simpson
- c. Town Clerk/Tax Collector

Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

#### **TUG HILL COMMISSION:**

Mr. Baxter reported:

- The major item I have for you tonight is your consideration of adopting support by the town for development of an economic development study for the NorCOG communities of Central Square, Cleveland, Constantia, and West Monroe, and pledging to pay the town's share of the study's cost. I e-mailed this sample draft to the Constantia participants at the two NorCOG meetings at which this was discussed.
- The next meeting of the North Shore Council of Governments is scheduled for Wednesday, July 5, at 7:00 p.m. at the West Monroe Town Hall.
- As part of the New York State Tug Hill Commission 50th anniversary celebration, we are seeking nominations for Tug Hill Sages.  
Since 1983, the distinction of "Tug Hill Sage" has been bestowed upon local individuals who have demonstrated a lifelong commitment to the region through leadership, civic involvement, and community service – or individuals who have otherwise directly contributed to improving the quality of life for those on the Hill. Sages also have a deep knowledge of the Tug Hill Region's heritage, culture, and environment. To date, 36 individuals have been recognized for their contributions to the region. The commission will be accepting nomination forms from **June 1 to August 15, 2023**. I have copies of the nomination form, and those recognized in the past. Sage nominees will be reviewed and selected by the Tug Hill Commission board based on the information provided in the form and adherence to the nomination criteria. The newest round of Tug Hill Sages will be selected in September and announced at the commission's 50th anniversary celebration **October 19** at Tailwater Lodge. A nomination form, detailed nomination guidelines, and pictures with backgrounds of all current sages can be found at the commission's website: **[www.tughill.org](http://www.tughill.org)**. Nomination forms can be mailed to Taylor McKinney, Tug Hill Commission, 317 Washington Street, Watertown, NY, 13601 or emailed to **[taylor@tughill.org](mailto:taylor@tughill.org)**. If you have any questions, please call Taylor at (315) 785-2606.
- The Tug Hill Commission is in the process of tallying the responses to the every-five-year survey of our municipal local leaders. I'll let you know the results when they're available. Thanks to everyone who responded!
- The recent workshop on highway departments and town budgets, conducted by Laird Petrie, is now available (YouTube video and slide deck handout) on the Tug Hill Commission website at **<https://tughill.org/services/training/>**

Mr. Colesante made the motion to commit to participation in the North Shore Council of Governments Economic Development Study, and pledges payment of its share of payment for the study following receipt of its billing for \$5,000.00, seconded by Mr. Chapman.

Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

#### **APPROVAL OF BIDS:**

Two bids were received for sealing and striping the parking lot at the town hall. There was some confusion if the project should be bid using prevailing wages. As both bids did not use prevailing wages, it was decided to reach out to the contractors to have them both bid using prevailing wages.

#### **PLANNING BOARD:**

Mr. Randall West is interested in becoming a member of the planning board. Mr. West attended the last meeting and is interested in becoming an alternate member of the planning board. With no further discussion Mr. Chapman made the motion to appoint Mr. West to the vacant alternate position on the planning board, term expires 12/31/2024, seconded by Mr. Metzger.

Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino - Yes

#### **BOARD INITIATIVES AND COMMENT:**

Board members will be meeting on June 26<sup>th</sup> at 8:30 am at the end of Mill St to bring everyone up to date on the proposed project. The Town is still waiting on the necessary permits from New York State.

**ADJOURN:**

At 8:30 pm Mr. Chapman made the motion to adjourn the town board meeting, seconded by Mr. Moran.

Carried: Moran – Yes Chapman – Yes Colesante – Yes Metzger – Yes Tomaino – Yes