

TOWN OF CONSTANTIA  
**MINUTES – TOWN BOARD – September 19, 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  
E. John Whitney – Deputy Highway Superintendent  
Erin Zehr – Chair, Park and Recreation Commission  
James Peck – Chair, Planning Board  
Heidi Tompkins – Tug Hill Commission  
Dustin Clark – Barton & Loguidice

Absent: Warren Bader – Town Attorney  
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:**

No public comment

**WASTEWATER:**

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

A. WWTP Scope:

- Recent Work Completed
  - ✓ 60% Plans delivered to Town June 28, 2023
  - ✓ Updated treatment plant O&M costs
- Current Status:
  - DEC submission
  - Subconsultants on pause for design phase services
- Future steps:
  - Final design, preparation of bid set contingent upon Town authorization

B. Grinder Pump Scope:

- Recent Work Completed
  - ✓ **643** home inspections complete to date
  - ✓ **521** easements have been fully signed and executed by the Town
  - ✓ 60% Plans delivered to Town June 28, 2023
- Current Status:
  - DEC submission
  - Future inspections on pause
  - No more home inspections are scheduled at this time
  - Continue processing previously executed easements for Town signature and filing
- Future steps:
  - Schedule remaining inspections contingent upon Town authorization
- Recent Work Completed
  - 60% Plans delivered to Town June 28, 2023
  - Updated collection O&M costs based on neighboring similar systems
- Current Status:
  - DEC submission
  - Subconsultants on pause for design phase services
- Future steps:
  - Final design, preparation of bid set contingent upon Town authorization

C. Funding, Permitting, and Other Items:

- Recent Work Completed
  - ✓ Addendum No. 3 to PER issued for 2024 IUP Listing on June 16, 2023
  - ✓ NBRC Grant application submitted for \$1M
  - ✓ Correspondence with USDA RD for National Pooling Grant eligibility
  - ✓ WQIP Grant application submitted for \$10M
  - ✓ GIGP Grant application submitted for \$3M
  - ✓ Submitted Letter to EFC requesting financial assistance (BIL, Hardship Grant, WIIA)
  - ✓ STAG grant of \$1.75M in recent Appropriation Bill released July 14
  - ✓ **Finalized joint application for submission to DEC and Army Corps of Engineers**
- Current Status:
  - Archaeological fieldwork ongoing.
  - Need letters of support from businesses in Sewer District for ESD Grant application
- Future steps:
  - 2024 CDBG Grant application for future phased portion of project
  - Increase Bond Resolution

- Comptroller approval process may be necessary with increased Bond Resolution
- Co-funding consultation meeting – NYSDEC, NYSEFC, USDA Rural Development, etc.

Mr. Tomaino told the residents all grants applications have been submitted, the Board has told B&L to put the project on hold as much as possible until the grants have been awarded. Once the grants have been awarded if the project is not completely funded at that time the Board will need to make decisions on the next steps. As stated in the past, one of the issues for the board is O&M charges, these charges are increasing along with the total project cost. Mr. Walker does not care how much it costs, sewers are needed, and they will never be cheaper. Mr. Tomaino thanked residents for coming and their questions.

**PARK AND RECREATION:**

Ms. Zehr told the board that the park program was a success this year and with no more pavilion reservations the park is now closed. The commission is now working on next year and asked if the board would be acceptable to have the band and fireworks again in 2024, it is a nice way to reach out to the community. Mr. Tomaino does not see a reason why they would not have the fireworks. Mr. Chapman agrees, he received a lot of positive feedback from the community.

**MINUTES:**

Mr. Moran made the motion to accept the minutes of the August 7<sup>th</sup> supervisors’ meeting, August 15<sup>th</sup> town board and August 29<sup>th</sup> water board meeting, seconded by Mr. Chapman.

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

**VOUCHERS:**

Mr. Metzger made the motion to accept the following vouchers as listed on Abstract #9 Dated September 19, 2023 which have been approved by the Town Board and authorized for payment:

<b>General:</b>	<b>312-346</b>	<b>\$160,440.45</b>	<b>Sewer:</b>	<b>49-50</b>	<b>\$52,170.37</b>
<b>Highway:</b>	<b>163-175</b>	<b>\$ 30,408.26</b>	<b>NS Water:</b>	<b>5</b>	<b>\$ 7,195.48</b>
<b>Trust and Agency:</b>	<b>5</b>	<b>\$ 16,741.97</b>	<b>B-Bay Water:</b>	<b>6-7</b>	<b>\$1,658.52</b>

Seconded by Mr. Colesante.

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

**SUPERVISOR:**

Mr. Moran made the motion to approve the supervisor’s report dated August 31, 2023, seconded by Mr. Chapman.

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

**HIGHWAY:**

Mr. Whitney reported:

- All but two items that were sold on Auctions International have been picked up, the Town received a little over \$72,000 for the items sold.
- They have installed 320ft of drains for residents on Avery Rd.
- Rented a stump grinder to take care of a number of stumps.
- Roadside mowing has been completed for the year
- Hauling sand
- Cutting wood for the boiler
- The new truck that was received is being taken apart for installation of the sander

Mr. Randall Cottet a 33-year employee of the highway department has retired. Mr. Cottet was presented with a plaque from the Town for his years of service.

Mr. Tomaino had a meeting with Mr. Rockwell before tonight’s board meeting, Mr. Rockwell is concerned with the recent flooding that effected his home. Mr. Whitney is aware of the issue and understands that Mr. Rockwell would like a larger culvert by his home, but before his road was paved the highway department replaced the 15” corrugated metal culvert by his house with a larger 18” smooth bore plastic. We had an unprecedented amount of rain, 7” and then it is believed a beaver dam broke that caused that volume of water, in normal situations the culvert that is there is more than capable of handling the flow.

Mr. Metzger made the motion to accept the highway superintendent’s report as given, seconded by Mr. Colesante.

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

## **APPROVAL OF DEPARTMENT REPORTS:**

Mr. Metzger made the motion to accept the following reports as received, seconded by Mr. Moran.

- a. Dog Control
- b. Code Enforcement
- c. Justice Pelon and Justice Simpson
- d. Town Clerk

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

## **TUG HILL COMMISSION:**

Ms. Tompkins read into the minutes the following report:

- Tonight, I am sending Heidi Tompkins to cover your town board meeting in my stead.
- I assisted the town bookkeeper with setting up the framework for the 2024 town budget
- Status update: the MRB Group economic resilience and recovery plan process is moving forward as described by the agreement. MRB is ready for the first steering committee meeting, which they described as follows:

Following the Economic & Market Analysis, we will hold a meeting with the Committee. During this meeting, the MRB Group team will facilitate an initial discussion about community opportunities and challenges, review the market analysis findings, and outline a community engagement process. We will also ask the Task Force to help identify any additional existing plans, maps, and other relevant documentation as part of our discovery process, as well as key stakeholders that might be helpful to include in the public engagement process.

Throughout the project, we anticipate that the Committee will meet a total of 3 to 4 times to review reports, provide insights, and prepare for key tasks.

As you'll recall, the steering committee is made up of the two official NorCOG representatives from the village, plus a additional person to be named by the village. This would probably be a good time to make that additional person official. (That said, although those would be the three participating members in the steering committee, the entire village board and any other interested people are more than welcome to attend.)

Could I get information on that person's mailing address and even more important, e-mail address, so I can contact them along with everyone else in advance on next Wednesday's meeting?

We have a time, date, and location for that first steering committee meeting – Wednesday, September 20, 2023, 7:00 p.m., at the West Monroe town hall, 46 County Route 11, West Monroe, New York. The draft agenda and market analysis has been e-mailed to the NorCOG representatives from each North Shore municipality and the at-large designee if one has been designated.

- In other North Shore Council of Governments news, NorCOG met on Wednesday, August 16 with the County of Oswego Industrial Development Agency CEO Austin Wheelock, and David Turner, director of strategic initiatives for Oswego County and past director of the county Department of Community Development, Tourism, and Planning. The major topic of discussion was Micron and projected impacts on the area. Those attending agreed they'd like to meet with Austin and David in the future, and plans are under way for a follow-up meeting in November.
- Results are now out from this spring's Local Leaders Survey, our 'report card' as graded by *you* on how we're doing. I have the front page of this last Friday's Tug Hill Times with the highlights, and the full report is available at <https://tughill.org/strategic-plan/>
- Invitations went out recently for the Tug Hill Commission annual dinner on Thursday, October 19 at Tailwater Lodge in Altmar. On page two of the most current Tug Hill Times is more information about that, and I have additional copies of the RSVP form for anyone who would like one.
- USDA is holding a forum on Thursday, September 28, 2023 from 4:00 – 6:00 p.m. at SUNY Jefferson (Amphitheater), 1220 Coffeen Street, Watertown, New York 13601. The event is billed as "a forum with the USDA on assisting with community projects and equipment." USDA is a important potential funding and loan source for municipalities, so if you have an upcoming municipal project or major equipment purchase, this would be an event worth attending.

## **PLANNING BOARD:**

Minutes received for August 22<sup>nd</sup>.

Mr. Peck submitted the following report:

Monthly Planning Board Executive Summary 19 September 2023

The Planning Board's (referred to as PB following) most recent meetings were held on 7/25/23 and 8/22/23. With recently appointed alternates Markham and West in place, a full board was able to consider business on both dates. Bender has requested a subdivision on Grannis, but as the request would create nonconforming properties, it was referred to the ZBA. A procedural waiver for a reallocation request by Antos was approved at the 8/23

meeting; subsequently a request for a meeting for review of Town procedures and understandings of reallocations was made. Chair Peck met with Codes Officer Dolan in September but further high-level discussion is needed.

At the request of ZBA Chair Macari PB Chair Peck attended a ZBA Public Hearing on 8/31 for the PB's perspective on a request.

A PB request for authorization was presented in July to the Town Board to authorize a coordinated effort with the Town Clerk, Codes, Assessor and Oswego County to survey existing businesses in the Town. This effort would be in support of future Zoning to identify where we currently have businesses in operation. This request is pending.

A proposed slate of 12 members for consideration by the Town Board for a Zoning Commission as required by law to research and propose Zoning regulations was presented on 8/28/23 (see attached copy of the letter sent to Supervisor Tomaino). The slate consists of all current and alternate members of the PB plus community members Terri John, Jeff Rumble and Brien Connolly. When and if authorized, the Commission will typically begin meeting monthly an hour before the PB's monthly meetings and is expected to take two years or more to complete its work.

This month's PB Meeting on 9/26 promises to be a busy one, with subdivisions requested from Kleis and Schmidt, and a Site Plan Review from Starusnak.

Respectfully Submitted, Jim Peck, Chair

**BOARD INITIATIVES AND COMMENT:**

COUNCILMAN: **Moran**

Introduced the following and moved its adoption:

**APPOINTING RESOLUTION FOR CREATING A ZONING COMMISSION**

**RESOLVED, that, James F. Peck, Chair, David Antos, Sandra Touri- Bell, Martin Godzwon, Daniel Pone', Sandy Retajczyk, Randall West, Sandra Williams, Joseph Markham, Terri John, Brien Connolly, Jeff Rumble all of the Town of Constantia, Oswego County, New York, be and hereby are appointed, pursuant to the provisions of Section 266 of the Town Law, as, for and to be a commission, to be known as the Zoning Commission of the Town of Constantia, County of Oswego, State of New York, to recommend the boundaries of the original zoning districts to be formed in the said Town of Constantia and of appropriate regulations to be enforced therein, to make a preliminary report and hold one or more public hearings thereon as deemed appropriate by the commission before submitting its final report to this Board, and it was further**

**RESOLVED, that the zoning commissioners hereinabove appointed be and they are hereby authorized and empowered, at the expense of the Town of Constantia, to have prepared a zoning map as part of the preliminary report to be made by them, and to give suitable notices of the public hearing to be held.**

Seconded by Councilman: **Chapman**

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Frank Tomaino	Voted	<b>Yes</b>
Richard Colesante	Voted	<b>Yes</b>
John Metzger	Voted	<b>Yes</b>
Tom Moran	Voted	<b>Yes</b>
Ronald Chapman	Voted	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

COUNCILMAN: **Metzger**

Introduced the following and moved its adoption:

**The Town Board for the Town of Constantia authorizes the Town of Constantia Court to apply for a JCAP grant in the 2023-24 grant cycle for up to \$13,000.00.**

Seconded by Councilman: **Colesante**

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Frank Tomaino	Voted	<b>Yes</b>
Richard Colesante	Voted	<b>Yes</b>
John Metzger	Voted	<b>Yes</b>
Tom Moran	Voted	<b>Yes</b>
Ronald Chapman	Voted	<b>Yes</b>

The forgoing resolution was thereupon declared duly adopted.

- County Mitigation Plan – meeting on 9/27 @ 1:30 w/B&L
- First budget meeting on 10/5 @ 9am
- Colesante – Citizen Representative – The economic development committee is seeking a citizen to represent Constantia at their meetings, when approached Mr. Buckingham agreed to be part of the committee for Constantia. Mr. Colesante made the motion to appoint Mr. Buckingham to the NorCog economic development committee, seconded by Mr. Chapman.

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

**PUBLIC COMMENT:**

Mr. Gibbs asked about the recent rain that overflowed Scriba Creek, who is responsible for the trees on the banks that fell or might fall across the water. It is unknown who is responsible.

Mr. Cerra asked about the meeting on September 11<sup>th</sup>, he came to the meeting, but it was closed. Mr. Tomaino told Mr. Cerra that the meeting was closed due to attorney client privilege.

Mr. Moran added that the subject of discussion with Costello, Cooney & Fearon was; when the Town Board decides to move forward on the sewer project, the Board would advertise all cost information, then initiate a bond resolution for the increased cost. The bond resolution will provide an opportunity for a petition which would initiate a permissive referendum of those for or against moving forward.

**ADJOURN:**

At 8:32 pm Mr. Chapman made the motion to adjourn the town board meeting, seconded by Mr. Colesante.

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