

Town of Constantia Planning Board

Meeting Minutes – April 23, 2024

Call to Order

Chair Peck opened the meeting at 7:08pm

Attendees

Voting members in attendance included:

- Chair James Peck
- Sandra Retajczyk
- Sandra Williams
- Dave Antos
- Martin Godzwon
- Joe Markham
- Randall West (Alt)

Guests in attendance included: Kelli Wilson, Jeff Twitty, Collin Jones, Thomas Swistak, Paul J, Carlucci, Paul Baxter, and Amy Connolly (Secretary).

Members not in attendance included: Sandra Tuori-Bell, and Terri John (Alt)

Public Hearing - Dutcherville Rd Subdivision- Woolridge/Swistak

Mr. Peck opened the public hearing at 7:08pm.

New survey maps of the property were provided including the details requested by the Board. The Board designated the project a Class 2 action at the March meeting. Mr. Peck will complete part 2 of the Short Environmental Assessment Form and file it.

MOTION Sandra Retajczyk made a motion to close the public hearing. Seconded by Joe Markham. Motion passed unanimously. The public hearing was closed at 7:24pm.

Buffalo Solar- McIntosh Pallet

Ms. Wilson of Buffalo Solar presents project on behalf of McIntosh pallet for a commercial rooftop solar installation project. Ms. Wilson states that they are requesting permission to run conduit on the exterior of the building in order to avoid cutting holes into the building's roof as much as possible. She states that the conduit will match the color of the roof and as the roof faces away from the roadway, will not be easily seen. Ms. Retajczyk asks for clarification on the pitch and height of the solar panels compared to the building's roof. Ms. Wilson shows an example of the equipment demonstrating that the top of the panels will be parallel to the roof and no more than 8 inches above the current roof line.

MOTION Joe Markham moved that the project be sent to County Planning for approval. Seconded by Dave Antos. Motion passed unanimously.

A public hearing will be scheduled for the May meeting if County Planning has no issues. Approval documents will indicate that the external conduit is approved and that the 12foot auxiliary structure on the west side of the building is unrelated to the project. County may be lead agency for SEQR.

Verizon

Mr. Twitty (Counsel for Verizon), Mr. Jones (Network Building + Consulting), and Mr. Carlucci (landowner) are present to discuss the project. Mr. Twitty presented new maps showing existing towers and the coverage that they provide with roads present and labelled. Another map indicated where the new tower will be located and how coverage will be improved.

Given the provided documentation that sufficiently demonstrates an improvement in coverage for residents, the board decided to waive the requirement for letters from other tower owners.

A DEC permit is likely needed. At a minimum, the DEC must be contacted for review as the proposed tower site is in the wetlands check zone as stated in the Freshwater Wetlands Act. Members review maps for wetlands location. 12.5 acres of wetlands are indicated.

Mr. Twitty states that he has submitted to the DEC and is awaiting the report and approval.

Mr. Peck states that he would like to have the project reviewed by County Planning in advance and asks if Mr. Twitty can provide the application materials digitally. A 239 M review will be required by the county. DEC correspondence can be included.

Ms. Retajczyk asks about the FAA standards. The tower is less than 200 feet tall and therefore does not trigger FAA standards. She asks about the required 8 foot fence and that the bottom 10feet of the tower being unclimbable. The planned fence will be 7feet tall with 1 foot of barbed wire therefore meeting the requirement. No permanent climbing pegs will be present within 15 feet of the ground.

Ms. Retjczyk then asked about a maintenance and/or removal plan. ANSI standards will be followed. No formal maintenance agreement currently exists but Verizon has a vested interest in maintaining the tower. Mr. Peck will reach out to the Town Board to see what has been done in the past regarding documentation regarding removal.

Mr. Markham asks if the Board can vote on the project yet. Mr. Peck states that he would like to send it to county planning unofficially first and the county would also go to the DEC. Town Board approval is also required. Lead agency will need to be established.

Tug Hill Commission

Mr. Baxter states that the Local Government Conference is coming up on May 2nd. The Tug Hill Commissions annual report, Headwaters, was released as required by law.

Approval of Minutes

A motion to approve the minutes of the previous March 26, 2024 meeting was made by Sandra Retajczyk and seconded by Sandra Williams. Motion passed unanimously.

Adjournment

Joe Markham moved that the meeting be adjourned, seconded by Randall West. Members voted unanimously to adjourn at 8:22pm

Amy Connolly

Secretary

Town of Constantia Planning Board

Date of Approval