

TOWN OF CONSTANTIA
MINUTES - TOWN BOARD – November 20, 2018
7:30 pm Constantia Town Hall

Present: Kenneth Mosley - Supervisor
Richard Colesante, Thomas Moran, John Metzger, Frank Tomaino– Council Members
Clare Haynes – Town Clerk
Wayne Woolridge – Highway Superintendent
Warren Bader – Town Attorney

Others Present: Eric Pond – Barton & Loguidice
Paul Baxter – Tug Hill Commission

CALL TO ORDER:

At 7:30 pm Mr. Mosley called the town board meeting to order with the pledge of allegiance.

PUBLIC COMMENT:

None

BERNHARDS BAY WATER DISTRICT EXTENSION #1:

- ✓ Resolution form Extension 1 approved on November 8th.
- ✓ Next steps:
 - Publish resolution, subject to 30 day permissive referendum period
 - After referendum period, pass Final Order establishing Extension No. 1
Once established, B&L will notify OCWA

BERNHARDS BAY WATER DISTRICT:

- ✓ Pay Application No. 7 prepared for Town Board approval
- ✓ All water main has now been installed, tested and approved for use.
- ✓ Substantial Completion was issued dated November 9, 2018. Remaining punch list items will be addressed by Highlander Construction. The one-year guarantee period is through November 9, 2019.

Mr. Metzger made the motion to authorize Supervisor Mosley sign the Notice of Substantial Completion dated: November 15, 2018, seconded by Mr. Colesante.

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

CONSTANTIA SEWER PROJECT:

- ✓ B&L continues to develop project alternatives and cost estimates. PER will include estimate of cost for full build-out of system in addition to the initial Phase 1 project area.
- ✓ Joint workshop meeting – December or January – review Draft report.
- ✓ SEQR and District formation will commence once the report is finalized.
- ✓ Income survey may be required – B&L will inquire with RCAP if it is needed.
- ✓ Targeting WIIA Application in Summer 2019, CFA Application (for WQIP Grant) in Summer 2019 and NYSEFC Application Fall 2019.

Mr. Pond notified the board that caps for funding agencies have been increased. USDA had a 4.2 factor increase, federal funding is now at 5B. Mr. Pond believes one sewer district will be a hard sell, most likely be a phased district. The Town has always qualified or hardship funding, as of about two years ago income for the Town as per the Census has increased which puts us slightly over the threshold. The Town might need to do an income survey to verify the results of the Census which is not the most accurate.

More discussion on the district will be needed, Mr. Colesante is fairly certain that the first 700 EDU's which runs roughly down the State Route 49 corridor are well aware of the proposed district, not as certain for the remaining 400 EDU's.

MINUTES:

Mr. Moran made the motion to accept the following minutes: October 16th Town Board, November 5th Supervisor's meeting and November 8th Public Hearing, seconded by Mr. Metzger.

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

VOUCHERS:

Mr. Moran made the motion to accept the following vouchers as listed on Abstract #11, Dated November 20, 2018:

General Fund	362-396	\$ 47,808.62
Highway Fund	169-186	\$ 54,003.84
Bernhards Bay Water	27-28	\$166,734.07

Seconded by Mr. Colesante.

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

SUPERVISOR:

Mr. Moran read the following into the minutes:

Referring to Budget Transfer #4 for October 2018 the following General Fund Account is over budget:

A1910.4 Municipal Insurance \$ 66.00

I therefore motion to transfer \$66.00 from Contingency Account A1990.4 to replenish the aforementioned account. This will leave \$83,206.78 balance in the Contingency Account.

Also referring to Highway Fund Budget Transfer #2 for October 2018 Account DB5112.2 Road Improvement is over budget \$50,953.44 therefore this motion includes transferring \$50,953.44 from the estimated \$120,013.00 unappropriated highway fund balance leaving \$69,059.56 estimated end of year balance. Seconded by Mr. Metzger.

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

Mr. Moran made the motion to approve the Supervisor's report dated October 31, 2018, seconded by Mr. Colesante.

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

HIGHWAY:

Mr. Woolridge reported:

-One truck is not turned over

-Will continue leaf pickup, weather permitting

-Putting up firewood

-Working on Center St

-Dirt roads have been graded

-Winter hours starting Monday, November 26th.

-Has been in contact with OCWA about putting an antenna on their tank, they will review the request, more information to follow. Caldwell Tanks did respond to our request to submit a letter, there will be a \$600.00 charge. After discussion Mr. Moran made the motion to authorize Mr. Woolridge expend \$600.00 for the required letter for OCWA, seconded by Mr. Colesante.

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

-Mr. Woolridge will meet with Mr. Buckalew from Pathfinder Bank to start the process for a Town credit card. There will be a \$5,000.00 limit on the card and the card can be deactivated.

COUNCILMAN: **Moran**

Introduced the following and moved its adoption:

The Town Board for the Town of Constantia authorizes Wayne Woolridge, Highway Superintendent to execute an application for a credit card on the behalf of the Town of Constantia.

Seconded by Councilman: **Tomaino**

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

Kenneth Mosley	Voted	Yes
Richard Colesante	Voted	Yes
John Metzger	Voted	Yes
Tom Moran	Voted	Yes
Frank Tomaino	Voted	Yes

Mr. Woolridge did discuss the possibility of using the card to purchase tickets and reserve hotel rooms for the West Monroe employees that will be going to the training school, this way all attendees will be on the same flight. Of course West Monroe will reimburse the Town for their portion, members of the town board have no problem utilizing the credit card in this manner.

Excavator Bids:

Two sealed bids were received for the advertised purchase of the excavator, Mr. Woolridge told the board he received one from Kleis Equipment on his desk. It was not delivered as per legal notice so it cannot be considered, Mr. Woolridge told the board that this bid was \$128,083.90.

Two other bids:

George and Swede Sales & Service, Inc. \$138,960.00

Tracey Road Equipment \$ 98,000.00

Mr. Woolridge will review the two bids, they will be awarded at either the December 3rd Supervisor's meeting or the December 18th Town Board meeting.

Fuel Bids:

Propane:

Glider: \$1.499 per gallon fixed price

Mirabito Energy Products: \$1.540 per gallon firm bid price

Superior Plus Energy Services: \$1.799 per gallon lock in, no fee

Mr. Colesante made the motion to award the propane for the Town Hall to **Glider Oil for a fixed price of \$1.499 per gallon**, seconded by Mr. Metzger.

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

Ultra Low Sulfur Diesel and Gas:

Mr. Woolridge had an opportunity to review the bids for Diesel and Gas. **Glider will be awarded both Ultra Low Sulfur Diesel and Gas.**

Glider: Bid Structure at current Oswego County Bid Pricing through 6/30/19
Prices are based on daily fluctuations market price at Buckeye Petroleum
Brewerton NY. Prices are based on a \$.16 margin over rack.
Mirabito Energy Products: Diesel: \$2.5301 gallon Gas: \$2.1553 gallon
Superior Plus Energy Services: Diesel: \$2.7899 gallon Gas: \$3.19282 gallon

Mr. Metzger made the motion to award Glider Oil the Ultra Low Sulfur Diesel and Gas they are the lowest bidder, seconded by Mr. Moran.

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

Mr. Metzger made the motion to accept the Highway Superintendent's report as given, seconded by Mr. Moran.

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

TOWN CLERK:

Mrs. Haynes reported that the total receipts and disbursements for the Town Clerk's Office for the month of October was \$5,209.00. Mr. Moran made the motion to accept the Town Clerk report as presented, seconded by Mr. Tomaino.

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

ASSESSOR:

Mr. Colesante made the motion to reappoint Mr. Paul Hines to the Board of Assessment Review, term to expire September 30, 2023. Seconded by Mr. Moran.

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

Mr. Wheeler submitted the following report:

Renewal notices continue to come in. To date, we have received 129 applications, which leaves us with approximately 198 outstanding. Again, these renewals are due back in our office by March 1, 2019. You should also know, that the Department of Taxation and Finance (DTF), has agreed to enter the mandatory Income Verification Program (IVP) forms for any municipality that chooses so. All of these forms are being sent securely to DTF for data entry.

Sometime next month, we will send out our Agricultural and Disability Renewal notices. These forms are also subject to March 1, 2019 deadline.

On a personal level, I wanted to inform the board that I have been appointed to a new position. Starting December 1, 2018, I will be the Executive Director of the New York State Assessors' Association. As I mentioned to a few Board Members already, this will have very little impact on the Assessor's Office here in the Town of Constantia. I consider this appointment a great honor, and I look forward to the future of both, serving the Town of Constantia, and the members of the New York State Assessors' Association.

As always, should you have any questions or concerns, please do not hesitate to contact me. I hope you all have a safe and Happy Thanksgiving. Mr. Moran made the motion to accept the Assessor's report as submitted, seconded by Mr. Tomaino.

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

CODE ENFORCEMENT:

Mr. Haynes submitted the following report:

October update: 10/1/2018-10/31/2018

Building Permits:

Open permits from 2016 - 7 open permits working with property owners

Open permits from 2017 – 19 open

Open permits from 2018 - 62 open

Other Permits:

Sign permits – 1

Demolition Permit – 1

It has been a busy month, I completed and passed my third training class. The fourth class will start December 4th to the 6th. The State has not scheduled the remaining classes, I am checking often as we have been told they are not holding as many classes next year.

I have been following up on open violations, I have met with many of the home owners and have been able to close out a few and some are close to compliance.

Cook, County Route 17 – building has been razed.

Mahalik, 17 Doris Park Dr. – came into compliance with outdoor storage ordinance.

Hadyk-Weph, 27 26th St. – continue correspondence with owner to have building razed.

McCarthy, 828 Center St – building has been razed.

I had issued two appearance tickets for the court, Sciacca – 52 Shacksbush Rd and Seterus, Inc. 158-160 Doris Park Dr. and I am hopeful for a resolution. I went to court on Monday, November 19th and will be continuing to work on both cases. Mr. Sciacca has made many improvements and we now have open communication. I have informed him that the Town will be moving forward with the issue of the campground. It is my understanding thru Mr. Bader that he will need to handle the proceedings from here on out. The next scheduled court date for Mr. Sciacca is in April.

As always, please feel free to contact me with any questions.

Mr. Colesante is happy with the progress with Sciacca, but wants to make sure Mr. Sciacca understands he needs gets down to two campers or get a campground permit. The Town does not want him to rent out campers in 2019.

Mr. Metzger made the motion to accept Code Enforcement Officer's report as submitted, seconded by Mr. Colesante.

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

JUSTICE:

Mr. Moran made the motion to accept Justice Pelon's and Justice Simpson's report for October seconded by Mr. Colesante.

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

DOG CONTROL:

Mr. Moran made the motion to accept the Dog Control Officer's report as received for October, seconded by Mr. Tomaino.

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

PLANNING BOARD:

Minutes received from September 26, 2018

TUG HILL COMMISSION:

Mr. Baxter reported:

1. The Tug Hill Commission celebrated its 45th anniversary on Thursday, November 8, at the Grape N Grog in Camden.
2. I attended the workshop on issues concerned with the Emerald Ash Borer in Adams at their municipal building, 3 South Main Street, on Wednesday, November 14. I have copies of information from the workshop for your reference. There is grant money available from the state Department of Environmental Conservation for a tree inventory and development of a community forest management plan. There is no local match required for these grants, and these are a prerequisite for other related grants such as tree planting grants (for example, to replace trees lost to the Emerald Ash Borer). Let me know if you are interested in pursuing these or in further information.
3. I have assisted the town bookkeeper in preparation of the final 2019 town budget.
4. As part of the town's migration to a more modern web site design and method of maintenance, I have changed the old web site, www.townconstantia.org to send people to the new web site, www.townofconstantia-ny.us. The changes I have made may take up to twenty-four hours to take effect.
One item that you may need to consider: the old domain name, townconstantia.org, has these e-mail addresses associated with it:

- assessor@townconstantia.org
- bookkeeper@townconstantia.org
- codes@townconstantia.org
- supervisor@townconstantia.org
- townclerk@townconstantia.org

These do not appear to be in use. They should continue to work for now if they are in use, but I would like to work with whichever officials are using these accounts to either discontinue them, or to move them to an e-mail setup with the new website host. At some point in the not-too-distant future, we will need to delete or transition these accounts. An additional option would be to set up new @townofconstantia-ny.us e-mail accounts. Please let me know what you would like me to do with these accounts.

CORRESPONDENCE:

-Letter received from NYSDOT, requested speed limit reduction on Shacksbush Rd. - denied.

PUBLIC COMMENT:

None

BOARD INITIATIVES AND COMMENTS:

Mr. Colesante made the motion to approve the 2019 Town of Constantia Budget as presented at the November 8th public hearing, seconded by Mr. Metzger.

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

Mr. Colesante asked if anyone has heard back from the planning board and their progress with the wind/solar farm proposed local law enactment. There has been no word, discussion followed. Mr. Colesante made the motion to task Mr. Bader, Town Attorney to prepare the paperwork for a moratorium on commercial solar farms and commercial/residential wind mills. This moratorium is based on the general health, safety, welfare and aesthetics of the Town. This motion was seconded by Mr. Moran.

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

ADJOURN:

At 9:09 pm Mr. Colesante made the motion to adjourn, seconded by Mr. Moran.

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