

TOWN OF CONSTANTIA  
**MINUTES –TOWN BOARD – March 21, 2023**  
7:00 pm Constantia Town Hall

Present: Ronald Chapman, Richard Colesante, John Metzger, Thomas Moran – Council Members  
Clare Haynes – Town Clerk  
Wayne Woolridge – Highway Superintendent  
Roy Reehil – County Legislator  
Dustin Clark, David Powers – Barton & Loguidice  
Paul Baxter – Tug Hill Commission

Absent: Frank Tomaino - Supervisor  
Warren Bader - Town Attorney

**CALL TO ORDER:**

At 7:00 pm Mr. Moran as Deputy Supervisor called the town board meeting to order with the pledge of allegiance.

**PUBLIC COMMENT:**

None

**WASTEWATER:**

Mr. Clark updated 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.
  - ✓ **Execute agreements with subconsultants.**
- Current Status:
  - Continue developing specifications.
  - Investigating additional Value Engineering efforts to reduce construction cost.
  - Finalizing basis of design report.
  - Reviewing plans with contractors to update cost estimate.
- Future steps:
  - Review 60% plans and value engineering with Town and Village for feedback.
  - Submit 60% plans to DEC and funding agencies for review.

B. Grinder Pump Scope:

- Recent Work Completed
  - ✓ 364/491 home inspections complete to date.
  - ✓ 282 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!**
  - ✓ **Draft letter for “Constantia 13” prepared and issued to Town**
- Current Status:
  - Home inspections are on pause until April, weather dependent.
  - Continue sending easements in batches of 15 to Town for signature and filing
  - Developing plans and specifications
  - Updating cost estimate based on recent bid numbers and quantities identified to date.
  - Alternative layouts for large users (marinas, trailer parks, etc.)
- Future steps:
  - Standardization and pre-purchase Agreement for Grinder Pumps.

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.
- Current Status:
  - Waiting for additional DOT comments on revised plan set.
  - Continue progressing plan set and profiles for agency review and sign off.
  - Finalizing preliminary environmental review set.

- Updating quantity takeoff and estimate based on recent bid results.
- Future steps:
  - Submit 60% plans to DEC and funding agencies for review.
  - Review 60% plans with Town
- 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.
    - ✓ Mercury exclusion and WTC coordination with DEC for NY-2A.
    - ✓ Amendment No. 1 authorized.
    - ✓ 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.**
  - Current Status:
    - Review of DEC Model Sewer Use Law is ongoing.
    - Coordinating fieldwork with archaeological subconsultant. Expected to start in late March, weather dependent.
    - **The Town was not awarded an additional WQIP grant in the 2022 Funding round.**
    - **Program changes to CDBG program may require Town to resubmit grant.**
    - **Coordinating with EFC for a One-on-One meeting with their Community Assistance Team.**
    - **Working with UDSA RD on National Pooling availability.**
  - Future steps:
    - **Follow up call with Bond counsel for increase bond resolution.**
    - **Comptroller approval process may be necessary with increased bond resolution.**
    - **B&L to bring Jason Denno into the project team**

Discussion on the \$1.25M from CDBG that was awarded to the sewer district, unfortunately after the first conference call it appears they have changed the parameters of the grant. There will be more discussions with CDBG but the project might not qualify at this time. More information to follow. Mr. Colesante asked what happened and does this happen often. Mr. Clark responded that he wish he could say this is a surprise but changes in the award rules happen more time than not.

Mr. Moran sent a letter earlier in the week covering a question he had, the basis for the letter is the following statement from page 3 of the map plan & report.

*‘J. If the Owner designates a construction manager or an individual or entity other than, or in addition to, Engineer to represent Owner at the Site, define and set forth as an attachment to this Exhibit B the duties, responsibilities, and limitations of authority of such other party and the relation thereof to the duties, responsibilities, and authority of Engineer.’*

Mr. Clark understand Mr. Moran's concerns, this agreement is a boilerplate agreement that is used for many projects. The concerns Mr. Moran has will need to be discussed with Mr. Bader the Towns attorney.

#### **COUNTY LEGISLATOR:**

The County is offering the HELP Program, with this program there are some jobs that are being opened as no longer Civil Service, so no exam is necessary. This is a good opportunity for people to apply for these jobs.

ARPA Funding is being used for Child Care Boot Camp for people who want to open a day care. Oswego County has a lack of childcare - another good opportunity.

County is receiving \$1.5M in Grants from the State from the OPID Settlement, this money will be used to work on the drug problem that is plaguing the County. Some of the funds will be used to support mental health in schools.

ARPA Funds – B&L should reach back out to Dave Turner now that the sewer district has hit a snag maybe the County could help.

Internal Assigned Council Department – This is a new department for Oswego County, hopefully it will save money having this internal department. The first assigned council has been hired for this department.

#### **PARK AND RECREATION:**

Ms. Zehr could not be at the meeting, Mr. Colesante read the following emailed report into the minutes:

- Military Band! We are going to host the military band out of Fort Drum hopefully July 22. The date isn't 100% nailed down yet, they must run it by their committee when they meet next. Once we have the date, we can plan for a concert followed by fireworks (if it's ok with our insurance people) and I have also reached out to the Boy Scouts, Girl Scouts, and PTA to see if they want to sell concessions as a fundraiser for their organizations. We thought about throwing it open to the baseball group also, but we will discuss at our next park meeting. If they aren't interested, we can open it up to food trucks. Once we have the answers to all those things, we can publicize it and really get the community excited. There will be logistical things to work out like parking and traffic control, but I'd like to get the date nailed down first to see if it's possible.

- We will be participating in this year's Canal Clean Sweep to clean up the park on Earth Day. The event is April 22 at 10 AM. All material is provided, and they even come and get the trash.
- I spoke to the Shineman Foundation about getting a grant for a pickleball court for the park, and they want me to apply for their next round of funding, which is in May. I'll fill out the application once they send it to me.
- I have specs for our existing tennis court to make it work for both tennis and pickleball (line placement and net placement). I'll share them with Wayne as soon as I can.
- We have the application for the Oswego County Youth Bureau mini grant and have talked about using it for some handicapped swings. We'll nail down a plan at our next park meeting.
- The soccer goals will be removed by May 1. The building will remain and be used for summer storage, as well as a cooler that Krista will use to store lunches in the storage room in the bathhouse. They donated the items to us. They will clean out the storage hut by that date also.
- I've approached a couple people to do yoga/zumba at the park this summer. Hoping to have them either say yes or no by next week.
- Currently looking into the availability/cost of trained dogs to come in and chase out geese. Will report back when I have that information complete.
- Working away on getting summer staff and lifeguards. Will plan on the extra 4 again as Vern has said that they will participate again. Hope this year will be great!

If you have any questions or concerns, please contact me any time!

Thanks,  
Erin

**MINUTES:**

Mr. Metzger made the motion to accept the minutes of the February 15<sup>th</sup> special meeting, February 21st town board meeting and the March 6<sup>th</sup> supervisor's meeting, seconded by Mr. Colesante.

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

**VOUCHERS:**

Mr. Metzger made the motion to accept the following vouchers as listed on Abstract #2 Dated February 21, 2023:

General	73-109	\$497,121.40
Highway	33-55	\$ 56,204.36
Bernhards Bay Water	2-3	\$ 15,657.68
North Shore Water	3	\$ 7,078.16
Sewer	21-30	\$ 77,735.43
ARPA	2	\$ 498.49

Seconded by Mr. Chapman.

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

**SUPERVISOR:**

Mr. Colesante made the motion to approve the supervisor's report dated February 28, 2023, seconded by Mr. Chapman.

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

**HIGHWAY:**

Mr. Woolridge reported:

- Hopefully this was the last of the snowfall
- Trucks have been cleaned
- Dealing with downed trees
- Paver is being worked on - screens and heating elements
- Pave the park mid May, tennis court and parking lot
- Waiting on the County for the Road Improvement Agreement
- New truck – seat is broken waiting for the seat to arrive
- C2 – Mr. Woolridge would like to put this on Auctions International for \$50,000 that in turn will be put towards a new truck. C2 needs a lot of work best to sell it outright.
- Culvert inspections are being done, starting on Lower Rd. also ordering a 6ft round for Dutcherville pond.
- Roads will not be posted this year as the frost has already left the ground.

- First group of banners have been turned in to Downtown Decorations, 37 were ordered. Mr. Chapman asked when they are expected to be in, 3-4 weeks so to be safe mid May.

Mr. Woolridge and Mr. Avery went to the E-One grinder pump training school that was held earlier in March. A lot of useful information. A major point was to have a three-strike policy in the local law when it comes to issues with grinder pumps that are caused by property owners. As it has been stated before wipes are the biggest offender that can be very costly.

After discussion Mr. Metzger made the motion to authorize Mr. Woolridge to put the 2010 truck known as C-11 on Auctions International for a minimum bid of \$45,000. The truck will be sold as is where is, seconded by Mr. Moran.

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

Mr. Chapman made the motion to approve the highway superintendent report as given, seconded by Mr. Colesante.

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

**BIDS RECEIVED:**

Two generator bids were received:

4 Green Power Systems LLC	\$18,595.70
Scriba Electric Inc.	\$29,700.00

One fence bid received, Mr. Woolridge did meet with Butler Fence and called Arrow Fence but no additional bids were received:

Atlas Fence	\$14,485.00
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Two bids for fuel island:

S&W Services, Inc.	\$21,208.95
Fluid Secure	\$ 4,933.00*

\*Fluid Secure has a yearly service charge of \$3,435 for warranties and annual hosting as it is a web based system.

Mr. Woolridge would like to have time to review all the bids, all agreed to wait until to April 3<sup>rd</sup> supervisor's meeting to discuss awarding the bids.

**APPROVAL OF DEPARTMENT REPORTS:**

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

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

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

**TUG HILL COMMISSION:**

Mr. Baxter reported:

- The North Shore Council of Governments met Wednesday, March 8. Major topics of discussion were options for an economic development study, preparing for upcoming impacts of development associated with Micron in Central New York, and next steps moving forward for an additional associate for North Shore.  
The next meeting of the North Shore Council of Governments is scheduled for Wednesday, May 3, 2023 at 7:00 p.m. at the West Monroe town hall.
- The Tug Hill Commission webinar on knowledge transfer took place on Tuesday, February 28 and links to the webinar slide deck, recording, and Position Knowledge Inventory tool are available on the Tug Hill

Commission web site, on the Past Trainings page:

<https://tughill.org/services/training/>

- The Tug Hill Commission has an issue paper out with an analysis of the 2020 U.S. Census results, available on the Tug Hill web site:  
<https://tughill.org/publications/technical-issue-papers/>
- The Northern Forest Center is offering grants of up to \$2,500 to volunteer-led organizations working to increase local participation in outdoor recreation in Northern Forest Communities. Proposals are due March 31, 2023.

Let me know if you're interested in this as a possibility for Constantia, The deadline may be coming too soon for a 2023 application, but many such opportunities come up on an annual basis, so if you think it might be a possibility for Constantia, it might be worth looking at this program, with an eye toward a 2024 application.

- The North Shore and Salmon Rivers Councils of Governments have a new additional associate circuit rider to assist me with meeting coverage. Her name is Heidi Tompkins, and in some upcoming month, I will schedule her to attend one of your town board meetings so that you can meet her and she can meet all of you.
- At the North Shore Council of Governments meeting, we discussed sending a letter from North Shore and the member towns in support of a request for the state to consider reimbursement of municipalities for lands in state Wildlife Management Areas, as is done in other locations in the state. I have for you tonight a draft letter for you to support this effort, should you wish to do so, as I know this has been a concern that you have mentioned in the past.

#### **CORRESPONDENCE:**

NYSDEC – WQIP Proposal not accepted.

#### **PLANNING BOARD:**

Minutes of the joint meeting of the planning board and board of appeals on 2/16/2023 and the minutes of the February 28, 2023 meeting were received.

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

Mrs. Haynes told the board she has been getting calls asking about dumpsters for this year. After discussion it was decided that Mr. Woolridge will reach out to the two vendors to get the date set. May 5-7 both at the town hall and highway department.

#### **PROPOSED LOCAL LAW A-2023:**

##### **TOWN OF CONSTANTIA LOCAL LAW NO. A OF 2023**

("A Local Law Providing for a Tax Exemption on Real Property Owned By Members of Volunteer Fire Companies and Volunteer Ambulance Services In the Town of Constantia")

Councilman Metzger introduced proposed Local Law No. A-2023, titled "A Local Law Providing for a Tax Exemption on Real Property Owned By Members of Volunteer Fire Companies and Volunteer Ambulance Services In the Town of Constantia," and made the following motion, which was seconded by Councilman Chapman:

**WHEREAS**, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Constantia, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

**WHEREAS**, the adoption to said Local Law is an unlisted action for purposes of environmental review under SEQR; and

**WHEREAS**, the Town Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

**WHEREAS**, the said EAF has been prepared and has been reviewed by the Town Board; and

**WHEREAS**, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

**NOW, THEREFORE**, it is

**RESOLVED AND DETERMINED**, that the enactment of proposed Local Law No. A-2023 is an unlisted action, there are no other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQR review; and it is further

**RESOLVED AND DETERMINED**, the Town Board has determined this action shall have no significant adverse impact on the environment; that, accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQR; and it is further

**RESOLVED AND DETERMINED**, that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. A-2023 at the Town Hall located at 14 Frederick Street, Constantia, New York on April 18, 2023, at 6:45 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard, at which time all persons interested in the subject shall be heard; and it is further

**RESOLVED AND DETERMINED**, that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Town of Constantia and to any affected municipalities described above.

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

<b>Tom Moran</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John Metzger</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Richard Colesante</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Ron Chapman</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Frank Tomaino</b>	<b>Supervisor</b>	<b>Absent</b>	

The foregoing resolution was thereupon declared duly adopted.

**DATED: March 21, 2023**

**DOG CONTROL:**

Mr. Conover the new Dog Control Officer was in to introduce himself to the board members. Mr. Conover has given out a few warnings, he uses door hangtags when he stops at properties, usually generated by a complaint. There are complaint forms on the website if needed. Mr. Colesante asked about enumerations, Mr. Conover has done quite a few as he works for 11 townships. Mr. Colesante believes this is something that is needed.

**ADJOURN:**

At 8:34 Mr. Colesante made the motion adjourn the town board meeting, seconded by Mr. Chapman.

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