

TOWN OF CONSTANTIA
MINUTES –TOWN BOARD – January 16, 2024
6:00 pm Constantia Town Hall

Present: Frank Tomaino - Supervisor
Ronald Chapman, Michael Donegan, Thomas Moran, Daniel Poné, – Council Members
Clare Haynes – Town Clerk
Wendy Lougnot – Representing the Town in Mr. Bader-Town Attorney’s absence
Erin Zehr – Park and Recreation Commissioner
Dustin Clark – Barton & Loguidice
Paul Baxter – Tug Hill Commission

CALL TO ORDER:

At 6:00 pm Mr. Tomaino called the town board meeting to order with the pledge of allegiance and introduced Mr. Donegan and Mr. Poné as the Town’s newest councilmen along with the new time 6pm of the town board meetings.

STATE OF THE TOWN:

Mr. Tomaino will take this time to give some milestones for 2023:

- 2023 the Town Board reduced Town taxes by 10%.
- The Town changed the way it invests idle funds, by doing this \$45,000 was earned in interest.
- Mr. Tomaino thanked Ms. Butler, Bookkeeper, for the financial information.
- The Town of Constantia and NorCog partnered with other municipalities to develop an Economic Development Study.
- Working on the Joint Sewer District with the village of Cleveland \$63M.
- Working with the County to fill gaps in broadband.
- Planning Board members updated the Comprehensive Plan along with Chair Jim Peck, which led to the creating of a Zoning Commission.
- Highway Department maintains 63 miles of Town roads, ditching paving and dealing with trees.
- Received delivery of new International 10-wheeler plow truck.
- Mr. Tomaino recognized Mr. Woolridge for his work on the Veterans Banners that are flying throughout Town.
- Two part time Code Enforcement Officers are working to get the Town in shape.
- Ms. Zehr booked the Military Band followed by fireworks at the David C. Webb Park at Taft Bay, it was a huge success.
- The summer recreation program had another successful year.
- Scriba Park has a new foot bridge built as an Eagle Scout project.
- Purchased St. Bernadette’s Church which will become the new Town Hall. This purchase was from a special fund that was created for just this purpose. The Town will be using ARPA funds to renovate the building.
- Judge Pelon and Judge Simpson continue as Justices along with clerks Mrs. Haynes and Mrs. Simpson.
- Ken Macari is the Chair of the Board of Appeals.
- Warren Wheeler is the Town Assessor
- Clare Haynes is Town Clerk/Tax Collector and Record Management Officer.
- Rhonda Cottet is the Deputy Town Clerk.

Mr. Tomaino believes 2024 will be even busier than 2023.

PUBLIC COMMENT:

Mr. Murra congratulated the new board members; it is a big commitment. Mr. Murra believes that purchasing the new building (1667 State Route 49) is a forward-thinking step. The next decision would be what to do with this property (14 Frederick St), Mr. Tomaino replied that the Town will need to get this building appraised but believes this building will be sold. There is already interest in this property.

WASTEWATER:

Mr. Clark stated that there have been no grant award announcements yet, Mr. Clark anticipates once the awards are announced there will be a meeting to regroup and hopefully get the District back on track. Mr. Clark has reached out to neighboring towns on O&M numbers, as expected each municipalities run districts in their own way, but Mr. Clark is getting the data together.

A resident from Auringer Rd asked about a water extension for his road, this has been discussed in the past, Mr. Clark will revisit to see where it stands.

Mr. Moran asked Mr. Clark about a ‘sewage package plant’, Mr. Clark is aware of them. He believes West Monroe had one in Big Bay that they abandoned. They do work the same way as a sewage treatment plant, just contained to containers.

VOUCHERS:

Mr. Chapman made the motion to accept the following vouchers as listed on Abstract #1 Dated January 16, 2024:

General:	1-37	\$14,821.95	Sewer:	1-2	\$1,503.87
Highway:	1-11	\$ 4,892.81	B-Bay Water:	1	\$3,498.81
Trust and Agency:	1	\$14,464.15	NS Water:	1	\$8,034.25

Seconded by Mr. Moran.

Carried: Moran – Yes Chapman – Yes Poné – Abstain* Donegan – Yes Tomaino – Yes

*Mr. Poné felt he should abstain as he has not time to review the vouchers.

SUPERVISOR:

Mr. Moran read the following into the minutes:

Referring to General Fund budget transfer sheet #2 for December 2023, the following accounts are over budget:

A1355.4 Assessor CE	\$ 137.96
A3120.4 Court Security	\$ 367.71
A5182.4 Street Lighting CE	\$ 934.21
A9030.81 FICA Social Security	\$ 718.88
A9030.82 Medicare	\$ 313.33
A9060.8 Medical Ins CE	<u>\$5,710.80</u>
December Transfer:	\$8,182.89

Therefore, I make a motion to transfer \$8,182.89 from Contingency Account A1990.4 to replenish this deficiency, leaving \$77,856.27 balance in Contingency Account.

Continuing my motion to include Highway Fund budget transfer sheet #3 for December 2023 the following accounts are over budget:

DB5110.1 General PS	\$13,467.80
DB9030.81 FICA Social Security	\$ 2,605.39
DB9030.82 Medicare	<u>\$ 609.33</u>
December Transfers:	\$16,682.52

I therefore move to address this deficiency by removing \$16,682.52 from the year-end unreserved fund balance of \$67,302.28 leaving a balance of \$50,619.76.

This concludes my motion, seconded by Mr. Chapman.

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

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

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

APPROVAL OF DEPARTMENT REPORTS:

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

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

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

MINUTES:

Mr. Moran made the motion to approve the minutes of the December 9, 2023, town board meeting, seconded by Mr. Donegan.

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

PARK AND RECREATION:

Mrs. Zehr has been trying to get information together for a new park and recreation director and program director.

Received a call on pickleball courts, will return that call this week.

Mr. Chapman asked about holiday decorations, Mrs. Zehr has not heard back from the company.

Mr. Tomaino spoke to a contractor about striping the parking lot and the basketball court.

HIGHWAY:

*See below

TUG HILL COMMISSION:

Mr. Baxter reported:

- Happy 2024, and welcome to the new town board members. Due to another meeting on my calendar this evening, I will be arriving early to distribute my report to the board.

- Announcements have gone out for the 2024 Tug Hill Local Government Conference, scheduled for May 1 – 2 at Turning Stone Casino. I have extra copies of the program description and registration information, and the form is also available on the Tug Hill website at <https://tughill.org/local-government-conference-registration> ,
Descriptions in detail of program offerings are available at:
<https://tughill.org/local-government-conference-presentations/>
- The North Shore economic resiliency and recovery study continues to move forward. The next steering committee meeting has been scheduled for **Wednesday, January 17** (tomorrow) at 7:00 p.m. at the West Monroe town hall, 46 County Route 11, West Monroe.
The next community meeting has been scheduled for **Tuesday, January 30**, at 7:00 p.m. in the cafeteria of A.A. Cole Elementary School in Constantia. The draft final report was e-mailed out this afternoon, and will be posted to the NorCOG website tomorrow.
One of the consensus items from the most recent NorCOG meeting on the economic study was additional community outreach via the community survey. In response, we increased outreach in several ways. Paper surveys were distributed at all NorCOG member municipal buildings, and at the Central Square library and the North Shore Coffee and Tea Company in Bernhards Bay, and through the Greater Oneida Lake Chamber of Commerce to its members. I collected the surveys and collection boxes on Wednesday, January 3, 2024, and delivered the paper copies to Tug Hill on Thursday, January 4 for processing. These have been incorporated into the previously received community survey and business survey results, and this information will be updated at tomorrow night’s meeting. All are welcome to attend.
- There will be a meeting of the North Shore Council of Governments on **Wednesday, January 17** (tomorrow night) at 6:30 p.m. at the West Monroe town hall, 46 County Route 11, West Monroe, New York. This will *be immediately before* the economic study steering committee meeting. The main purpose of this meeting is to take care of date-critical items at the beginning of the year – election of officers, and decision on NorCOG co-sponsorship of the 2024 Tug Hill Local Government Conference, as in past years.
- The traffic study proposal for the Route 49 corridor, extending from the west side of Central Square to east of I-81 was submitted by the deadline required. Thanks again to the town of Constantia for its letter of support for the study.

CORRESPONDENCE:

-Letter from Judge Pelon and Judge Simpson notifying the Board they are ready for their annual audit. Mr. Tomaino asked if any board members were against hiring Mr. Metzger to do the audits for the Town, it is something that needs to be done early in the year. All agreed it is a good idea.

BOARD OF APPEALS: – December 8th minutes received

PLANNING BOARD: – December 20th minutes received

ZONING COMMISSION: – December 20th minutes received

BOARD INITIATIVES AND COMMENT:

Mr. Poné thanked Mr. Moran for meeting with him over the weekend to go over the supervisor’s report, it was very helpful.

PUBLIC COMMENT:

None.

ADJOURN:

At 6:40 pm Mr. Poné made the motion to adjourn, seconded by Mr. Chapman.

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

RE-OPEN:

Mr. Woolridge was not aware of the new start time for the board meeting, as all members were still present, at 6:46 pm Mr. Chapman made the motion to re-open the meeting seconded by Mr. Donegan.

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

HIGHWAY:

Mr. Woolridge asked the board to re-open as he has a few items he wanted to talk to the board about. Mr. Woolridge received paperwork to purchase an extended warranty for the Generac generator that was purchased, \$1,117.00 for ten years. The board agreed it is a wise purchase.

Mr. Woolridge would like to purchase a woodchipper for \$82,363, it is a 15” chipper on State Bid from Kleis Equipment. The one the Town currently owns will be put on Auctions International it should sell for \$7,000-\$10,000. The new one has a winch which comes in handy. Mr. Woolridge has had this item in his budget spreadsheet for a number of years, but it always gets pushed aside to purchase something else. Mr. Chapman asked about the purchase of a truck for the summer employee that mows for the town in different locations. Mr. Chapman does not want an employee of the town using their own vehicles to pull equipment that belongs to the Town. When Mr. Woolridge went to spec a new truck, the price went way up and the dealer could not even give a delivery date or even a firm price. Discussion turned to purchasing a used vehicle, this is difficult to do with the

Town's procurement policy. Mr. Woolridge will have the employee use his vehicle when equipment needs to be towed. Mr. Donegan told Mr. Woolridge to reach out to West Herr on a 2023 pickup, he understands they have a few left-over that might be available. Mr. Woolridge will call tomorrow.

Mr. Tomaino asked if the highway fund has the money, yes under equipment also the capital reserve could cover the cost. With no further discussion Mr. Chapman made the motion to authorize the State Bid purchase of a Model-15XP Intimidator 15XP (15" Drum Style) chipper from Kleis Equipment for \$82,363.00, seconded by Mr. Poné.

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes

Mr. Chapman asked about the fuel island, the equipment is in but is being stored with S&W Services as they will guarantee it is being stored properly. In the spring S&W Services will work the town to install the island, that way the company will oversee the work while saving the Town some money. Hopefully it will be up and running by the first of June.

ADJOURN:

At 7:08 pm with no new business, Mr. Chapman made the motion to adjourn, seconded Mr. Donegan,

Carried: Moran – Yes Chapman – Yes Poné – Yes Donegan – Yes Tomaino – Yes