

TOWN OF CONSTANTIA  
**MINUTES –TOWN BOARD MEETING– September 17, 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  
E. John Whitney – Deputy Highway Superintendent  
Warren Bader-Town Attorney  
Erin Zehr – Park and Recreation Commissioner  
Bill Buchan, Pat Cerra, Richard Colesante, John Mura– Sewer Advisory Board  
David Powers – Barton & Loguidice  
Paul Baxter – Tug Hill Commission  
Michael Dineen – Commissioner, Constantia Fire District #1

Absent: Wayne Woolridge - Highway Superintendent

**CALL TO ORDER:**

At 6:00 pm Mr. Tomaino called the town board meeting to order with the pledge of allegiance.

**PUBLIC COMMENT:**

Ms. Johnson came in tonight to introduce herself; she is going to be opening a new soul food/southern cuisine restaurant on James Pl in Bernhards Bay. The building used to be Annette’s Lakeside Café before they closed. Ms. Johnson is getting ready to open and buying the necessary equipment. Mr. Tomaino thanked Ms. Johnson for coming in, and is looking forward to a new restaurant, Mrs. Haynes took Ms. Johnson’s information for Mr. Peck the planning board chair. Mr. Peck will contact Ms. Johnson with information for the next steps that need to be taken.

**WASTEWATER:**

Mr. Powers updated the board with the following report:

**CONSTANTIA NORTH SHORE SEWER PROJECT**

**A. STUDY PROGRESS:**

- Call with DEC to discuss preliminary effluent limits to various receiving bodies
  - DEC has requested mixing zone and cormix analysis
  - Follow up meeting scheduled for 9/30/2024
- Updating estimates, procuring WWTP equipment proposals, collection system modeling
- Revising SEQR and environmental review documents

**B. TARGET FUNDING OPPORTUNITIES:**

- NYSEFC Base WIIA
  - Project is eligible for up to 25% of net project costs up to \$25M
  - Applications due May 30, 2025
- NYSEFC Enhanced WIIA
  - Eligible communities<sup>1</sup> can receive up to 50% of net project costs up to \$25M
  - Applications due May 30, 2025
- NYSDEC WQIP Grant:
  - Project is eligible for grant up to \$10M
  - Applications due summer 2025 (not yet announced)
- BIL Grant:
  - Eligible projects can qualify for grant equal to 50% of project cost up to \$25M
  - Applications due May 30, 2025
- Other Grant Opportunities:
  - USDA RD Grant
  - NBRC Grant
  - ESD Grant
  - CDBG Grant
  - STAG/CPF Grant

**C. STEPS TO MEET FUNDING DEADLINES:**

- 10/15/2024 – SEWER COMMITTEE MEETING:
  - Review Draft PER
- 11/19/2024 – SEWER COMMITTEE MEETING:
  - Review Committee PER Comments
- 12/17/2024 – REGULAR BOARD MEETING:
  - Approve Revised PER/ File with Town Clerk
  - Review Part 1 SEQR Revisions
- 1/21/2025 – REGULAR BOARD MEETING:
  - Review Part 2&3 SEQR Revisions
  - Pass Negative Declaration
  - Schedule Public Hearing for February
- 2/18/2025 – REGULAR BOARD MEETING:

- Hold Public Hearing
- Pass District Formation Amendment subject to comptroller approval
- 4/15/2025 – REGULAR BOARD MEETING:
  - Final Order Establishing Revised District
  - Pass ersatz bond resolution with borrowing subject to comptroller approval, and by default secure grant (no approval will be given from OSC without WIIA grant secured)
- 5/8/2025 – Bond Resolution Estoppel period expires
- **5/30/2025 – WIIA/BIL/IUP Listing is due!!**

As stated in the past it is imperative that the district follow the above to make sure the application will be ready by the deadline, it is a tight schedule but one that can be accomplished.

Mr. Moran asked about discussions with DEC about the outflow to Oneida Lake as that will be part of the Map Plan and Report. Mr. Powers replied that it looks like DEC will want to utilize a pipe into Oneida Lake instead of using any of the streams recently discussed, Mr. Moran is happy to hear this.

When asked about the deed restrictions, Mr. Powers is unsure where that stands and Mr. Bader is not in the meeting to ask for the update but is looking like the best property to use is the privately owned parcel the Town could buy. The other two options are now parks and will need two years to “de-park” it will be a smoother process to use the vacant property that can be purchased.

Mr. Moran asked about the \$2.5M that will need to be repaid and then bonded again in June 2025 who is watching this and who will be responsible to make sure this is taken care of. Mr. Powers stated that Mr. Goodfriend the Town’s bond council along with Fiscal Advisors will be taking care of the bonding process.

A resident asked if the grants are a sure thing, Mr. Powers replied that they are not. The grant process is very competitive, although this project has always scored high, it is still not a sure thing. When asked about steps to increase the chances of being successful, Mr. Powers replied that project readiness is a big plus along with project support from the residents. There is a letter of support template on the Town’s website, fill it out and return it to Mrs. Haynes. The more that can be put with the application the better.

**SEWER ADVISORY BOARD:**

Mr. Tomaino asked if there was anything Mr. Buchan would like to add, Mr. Buchan agreed with what Mr. Powers had to say. Mr. Buchan and the sewer advisory board met before tonight’s meeting, Mr. Buchan will put together a quick outline with what was discussed and send to the town board members.

**PARK AND RECREATION:**

Ms. Zehr reported:

- Park ended the season with green algae, glad no issue during the season, the park is now closed.
- Mrs. Zehr is looking into grants for a splash pad at the park, it would be nice to have, especially because it will be accessible to all.
- The Commission would like to be put on the agenda for the next supervisor’s meeting, they have some concerns that they would like addressed as they were unaware that the payroll was so over budget. The Commission needs to know what their role is moving forward.

Mr. Tomaino told Mrs. Zehr that they will be on the agenda for October 1<sup>st</sup> at 4pm.

**HIGHWAY:**

Mr. Whitney reported:

- 6 miles of roadway was paved this summer, just completed shoulders
- Doing maintenance and firewood
- Roadside mowing will be completed soon, summer help will work until September 26<sup>th</sup>.
- Fuel island is completed, the Constantia Vol FD would like to use the new island. Mr. Bader will have an agreement drawn up for the October 1<sup>st</sup> supervisor meeting.
- Repaired the driveway at 1667 St Rt 49 (new town hall property) it was difficult to plow that section of the driveway.
- Mr. Whitney would like to purchase another dump truck to replace the 2006 currently in use. The last truck ordered was due in March of this year, they are now saying it has been delayed expect the truck by the end of summer 2025. This is a 2–3-year delivery time, with that in mind Mr. Whitney will get the paperwork together for the supervisors meeting on October 1<sup>st</sup>.

Mr. Moran read a legal notice about the bond that the Village of Cleveland is requesting for \$160,000 for a pumper, Mr. Dineen responded that it is just a cab and chassis they will use their own tank.

**TUG HILL COMMISSION:**

Mr. Baxter reported:

- The North Shore Council of Governments met Wednesday, August 21 at the West Monroe town hall. Minutes of the meeting will be available soon.  
The next North Shore meeting will be Wednesday, October 30, at the West Monroe town hall at 7:00 p.m, and will include a presentation on upcoming changes on DEC regulations pertaining to wetlands. Also at the August NorCOG meeting – discussion about proposed changes in regulations for fire brigades, and the potential impacts on rural fire companies. The Tug Hill Commission was requested to develop a sample letter that local governments and citizens could use to share their concerns, and I have a copy of that letter for you. That letter is also available at the NorCOG website, [www.norcog.org](http://www.norcog.org).
- Additional progress on the succession plan for the Tug Hill circuit rider position serving the North Shore and Salmon Rivers Councils of Governments: following receipt of applications and interviews with applicants, the interviewing committee recommended Heidi Tompkins as the next circuit rider for North Shore and Salmon Rivers. The Tug Hill Commission extended the invitation of employment to Heidi, and Heidi has accepted. Paperwork is currently making its way through Albany, and we are hoping to have Heidi on board before the end of the year. This will provide overlap between Heidi’s start of work, and my retirement (still set for the first quarter of 2025), making for a smooth transition.  
If you have any questions, do not hesitate to contact Katie Malinowski ([katie@tughill.org](mailto:katie@tughill.org)) or Matt Johnson, ([matt@tughill.org](mailto:matt@tughill.org).)
- Previously I mentioned that National Grid is working on potential new transmission lines in Oswego County. As promised, from the August 23 issue of the Tug Hill Times, here is additional information following the meeting with communities on August 21. Note that Hastings is one of the towns specifically mentioned in the plans.
- Today I assisted the bookkeeper with preparation of the template for the 2025 town budget.
- There is nothing new to report about the status of wildlife management area payment legislation.
- I dropped off additional copies of the most recent update to the Tug Hill Recreation Guide today.

**VOUCHERS:**

Mr. Donegan made the motion to accept the following vouchers as listed on Abstract #9 Dated September 17, 2024:

General:	331-367	\$44,171.07
Highway:	125-141	\$79,614.81
Trust and Agency:	9	\$17,154.18
Sewer:	23-27	\$19,713.56
Bernhards Bay Water	6-7	\$15,835.33
North Shore Water	4	\$ 7,698.89

Seconded by Mr. Chapman.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

**SUPERVISOR:**

Mr. Moran noted that there will be three steps to approving the supervisor’s report this month, there is an account over budget that requires a budget transfer as follows:

Referring to General Fund budget transfer sheet #1 for August 2024, account A7110.1 Park PS Payroll is over budget by \$32,812.34. I therefore motion to address this over budget condition by transferring \$32,812.34 from Contingency account A1990.4 to account A7110.4 Park PS Payroll, leaving \$17,187.66 balance in Contingency. Seconded by Mr. Chapman.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

Additionally, monies received from New York State Department of Transportation has increased the following is necessary to modify the budget:

COUNCILMAN: **Moran**

Introduced the following and moved its adoption:

**Due to an increase of revenue from New York State Department of Transportation Highway Improvement Program the following is a budget modification, the breakdown is as follows:**

2023-2024	CHIPS	\$207,156.70
2023-2024	Pave NY	\$ 48,334.87
2023-2024	Winter Recovery	\$ 41,242.27
2023-2024	Pave our Potholes	<u>\$ 56,598.77</u>
<b>Total:</b>		<b>\$353,332.61</b>

**Increase the following budget lines:**

Revenue	DB3501	from: \$182,492.00 to \$353,333.00
Expense	DB5112.2	from: \$282,492.00 to \$453,333.00

**The additional CHIPS Revenue of \$170,841 is used to increase revenue and expenditure beyond what Town budgeted.**

Seconded by Councilman: **Donegan**

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>
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Michael Donegan	Voted	Yes
Daniel Poné	Voted	Yes
Tom Moran	Voted	Yes
Ronald Chapman	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Mr. Moran made the motion to approve the supervisor's report dated August 31, 2024, seconded by Mr. Poné.  
Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

**MINUTES:**

Mr. Moran made the motion to approve the minutes of the August 20th town board meeting, seconded by Mr. Poné.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

**APPROVAL OF DEPARTMENT REPORTS:**

Mr. Poné made the motion to accept the following reports as received:

Justice Pelon, Justice Simpson, Town Clerk and Code Enforcement

seconded by Mr. Donegan.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

**CORRESPONDENCE:**

Letters sent to department heads, 2025 budget information due back by September 17, 2024

**BOARD MINUTES RECEIVED:**

Board of Appeals minutes received for July 25, 2024

Planning Board minutes and Zoning Commission minutes received for – August 27, 2024

**BOARD INITIATIVES AND COMMENT:**

- Water Board Meeting with West Monroe 10/1 @ 9am
- Supervisor Meeting 10/1 @ 4pm
- Budget Workshops – 10/3 and 10/10 and 10/17 @ 6pm
- 10/3 Workplace Violence Prevention and Sexual Harassment- Zoom meetings @ 9am

Mr. Chapman made the motion to appoint Mrs. Kay Foster as Temporary Secretary of the Appeals, Planning and Zoning Boards, seconded by Mr. Moran.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

**ADJOURN:**

At 6:50 pm Mr. Chapman made the motion to adjourn, seconded by Mr. Donegan.

Carried: Ayes: Chapman, Donegan, Moran, Poné, Tomaino

Respectfully submitted:

*Clare Haynes*  
*Town Clerk*