

Town of Scipio March 2021 Board Meeting Minutes

The March meeting of the Town of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 Rte. 34, Scipio Center, NY 13147, on March 10, 2021.

Present: Gary Mutchler, Town Supervisor
Susan Allen, Council Member
Vivian Cunningham, Council Member
Mark Ferrari, Council Member (virtual)

Gary Whitten, Council Member
Mark Chamberlain, Highway Superintendent
Ann Robson, Town Clerk

Residents: Donna Besner, Bruce Besner, Maryl Mendillo, Leslie Baxter

1. The March 2021 Town of Scipio Board meeting was called to order at 6:59pm by Supervisor Mutchler starting with the Pledge of Allegiance to the flag.
2. Motion to approve the agenda of the March 10, 2021 Town Board meeting was made by Council Member Cunningham, seconded by Council Member Whitten. All in favor.
3. Issues from town residents brought before the town board - Maryl Mendillo, 2969 Rt. 34B, Aurora, NY inquired whether the town had a Disaster Emergency Plan. It was explained that our municipality does have a plan. Town staff attend annual Emergency Management trainings, and the Scipio Fire Department is the lead agency.
4. **Resolution 2021- 23** Approve minutes of the February 10, 2021 Town Board meeting. On a motion by Council Member Allen, seconded by Council Member Whitten, the following resolution was:
Adopted Ayes 5 Mutchler, Allen, Cunningham, Ferrari, Whitten
 Noes 0
5. Request for snow fence on Rt 34B south of Scipioville – Town resident Bradley Paddington has contacted the town regarding a potential hazard due to drifting snow across Rt 34B, south of Scipioville. Supervisor Mutchler will compose a letter from the Town Board to County Legislator Batman explaining the hazard and need for county or NYSDOT remediation. Highway Superintendent Chamberlain explained Rte. 34B is a state road that the county maintains.
6. Official Reports
 - a. CEO – The March report was reviewed. One permit and one certificate of occupancy were issued. The Planning Board has two applications being reviewed within the Water Conservation Overlay District. Patrick Doyle completed nine hours of in-service code enforcement training and submitted the 2020 Annual Report of Town of Scipio Code Enforcement Activities to NYS Department of State, Division of Code Enforcement Administration.
 - b. Assessor – No report.
 - c. Clerk – In the February 2021 Report to the Supervisor there were eight dog licenses and one marriage certificate issued along with sales of trash stickers for a total of \$1923.
 - d. Highway Superintendent – The weather in February kept the crew busy maintaining the roads. On February 16, 2021, a car backed into a town snowplow causing damage to the duals. Insurance has already sent a check for damages. The new payloaders has been delivered and lettered. Superintendent Chamberlain met with Council Member Allen and Supervisor Mutchler regarding signage at the transfer station. The sign has been installed stating town residents only.
7. Board Member Reports
 - a. Susan Allen – Thanked Superintendent Chamberlain for his assistance with the sign at the Transfer Station. There is a concern that cardboard is not being flatten before recycling. Since the weather is improving, Transfer Station Attendant Tom Olenych has had more of a presence

outside around the station area to remind residents. The Town of Scipio currently in a three-year contract with Casella through 2023. The recycling program is zero sort. The town may want to change container sizes to reduce costs. There is a 15% sustainability recycling adjustment fee charged the town for recyclables. Items that are not allowed have been deposited in the dumpsters and compactor, ie construction demolition, Styrofoam and mattresses. It is suggested to improve signage and have the attendant canvas residents' drop offs. Superintendent Chamberlain will contact sign maker regarding graphics on signage. The town is being charged \$20 for every mattress. Discussion continues with setting a weight limit for the garbage bags. There is no scale at the transfer station to verify weight. May 1, 2021 is the town's Spring Clean Up Day and five dumpsters have been rented from Robinson. Council Member Allen inquired if the town would hold a Rabies Clinic this year on May 1st? Council Member Cunningham offered to contact a veterinarian to service the rabies clinic for dogs and cats. Council Member Allen will write an article in the town's Spring Newsletter on dog licensing.

- b. Vivian Cunningham reported the county's revised Owasco Lake Rules and Regs was submitted in December 2020 to DOH in Albany for review. Recent and future activities with the Owasco Lake Watershed Management Council were highlighted. A homeowner's guide will be created to compliment the ongoing Lake Friendly Living Pledge. OLWMC is seeking grant funds to purchase a weed harvester for Owasco Lake. New tributary sensor equipment has been installed to monitor storm events and sediment. On March 6, 2021 she attended the Owasco Watershed Lake Association's Bob Brower Scientific Symposium. Dr. John Halfman reported on the condition of the lake and OWLA has donated \$25,000 to treat Hemlock Woolly Adelgid infestation within the watershed. The Finger Lakes Freshwater Institute's PRISM is seeking volunteers to monitor for Invasive species.
- c. Mark Ferrari updated the board on Architect Kathleen Connelly's progress with town attorney Jeff Eaton on reviewing bidding contracts. During March 2021, Beardsley Design will conduct on-site hazardous material sampling and Taitum Engineering will review the electrical, heating, and cooling requirements.
- d. Gary Whitten – no report

8. Supervisor's Report

a. Synopsis of AOT Virtual Annual Conference - The financial seminar encouraged towns to have reserve funds set up and to use multiyear planning and the openbookny.com web site to see the trend that things are moving regarding our town and in comparing towns. The town bookkeeper is working on the Annual Updated Data information then we can compare 2020 with previous years.

Two of the association's attorneys talked about town budgets during emergencies. Salaries cannot be reduced during a person's term in office. Salaries can be reduced from a preliminary budget, to adoption, but it cannot be increased. Also, if a board cannot agree on adopting a budget by Nov 20, the budget officer's budget is the one which gets adopted. The salaries of the supervisor, clerk, judge, board members and highway superintendent must be published in the paper as part of the preliminary budget prior to the budget hearing and eventual adoption. The board can make changes to the budget after the public hearing. Health care benefits are not part of a person's salary and can be cut during times of financial stress.

The highway superintendent needs to present a copy of the 284 agreement each year to the town board. If any state aid amounts are cut, the highway superintendent must make appropriate cuts in his

budget. Superintendent Chamberlain did that last year and ensured the highway department ran fiscally sound.

The budget officer is encouraged to set aside 10% of the general fund into a contingency fund to take care of unexpected costs. Currently our budget has a 1% contingency fund allotment. The town will need to modify the budget as often as necessary to ensure that there are no negative balances. The town is encouraged to set up user fees to cover costs to the town such as permits for recycling.

Seven challenges facing local governments in the digital age was attended. 1) Working across boundaries where we need to look at the broader picture. 2) Engaging citizens with one way or two-way communications. 3) Trial and Error is the norm and innovations are important. 4) We are in an area of robust data environment, so use it. 5) What is success? What is our goal? Do we all have the same goal? 6) Building thru the capability of political leaders. This is accomplished thru communications and relationships. 7) Funding and procurement in a new environment, with the idea that modernization is costly. And just because we modernize, will we see increased efficiencies.

Noted comments: With grants, it is important that the town attorney be involved. There is increased attention on security. US Senator Chuck Schumer spoke of all the increased aid we will get if the new coronavirus package that he helped write gets passed. The association attorneys spoke about local laws and the process to get it passed. Board members must introduce the local law to the town board, where it is reviewed and then put to the public hearing and eventually passed. They also said that you cannot have a transportation impact fee if an industry comes in which we think will have an adverse effect on our roads.

Mark Cuthbertson, a lawyer, and board member from LI spoke about rethinking land use in a post COVID-19 era as it pertains to outdoor dining and homebased businesses. The Town of Scipio is seeing more HBBs. They are spread though the town and may be worth noting as we rewrite our zoning laws.

A seminar on courageous leadership was offered. They talked about leading yourself, developing others, your team, and your community. We are people of value and we should value people. Leadership starts with you but should not be about you. We should try to listen, learn, love and lead. The final presentation I listened to was a municipal review of religious projects. There are several religious issues which need to be protected. We as a town need to be aware of legal issues vs. community opposition. We as board members also need to be careful of social media statements.

b. Financial – **Resolution 2021-24** Transfer \$1300 of Highway Funds from DA 599 Appropriated Fund Balance to DA 5130.4 Machinery Contractual. On a motion by Council Member Whitten, seconded by Council Member Allen be it resolved this resolution was:

Adopted	Ayes	5	Mutchler, Allen, Cunningham, Ferrari, Whitten
	Noes	0	

c. CEO Doyle and Supervisor Mutchler met with Molly Dutton of Liberty Renewables regarding proposed twenty 5 MW wind turbines in Venice. Currently the Town of Venice has placed a nine-month moratorium on wind energy.

d. Vaccination update – Heather Garner is Scipio’s coordinator for residents to register for the vaccine. Council Member Cunningham inquired if the highway crew were getting their vaccinations.

e. Zoning rewrite – Cayuga County Planner Kari Terwilliger has sent the town the project scope of work with monthly tasks for the Ad Hoc committee. It is forecasted to have the Complete Draft Amendments to the town board by end of summer 2021.

f. Internet service for town buildings – Supervisor Mutchler will contact Verizon regarding feasibility of service with hookup via Quarry Rd.

9. Other business – Nothing was presented to the board.

10. Review and payment of vouchers

Resolution 2021-25 Approve General Fund – Abstract 3; vouchers 35-53. Total \$8339.62. On a motion by Council Member Allen, seconded by Council Member Cunningham, be it resolved the resolution was

Adopted Ayes 5 Mutchler, Allen, Cunningham, Ferrari, Whitten

 Noes 0

Resolution 2021-26 Approve Highway Fund – Abstract 3; vouchers 12-21. Total \$84,951.52. On a motion by Council Member Whitten, seconded by Supervisor Mutchler, be it resolved the resolution was:

Adopted Ayes 5 Mutchler, Allen, Cunningham, Ferrari, Whitten

 Noes 0

11. Adjournment: On a motion by Council Member Allen, seconded by Council Member Cunningham all were in favor of adjourning the meeting at 8:47pm.

Respectfully submitted,

Ann M. Robson

Town of Scipio Clerk