

## Town of Scipio March 2022 Town Board Meeting Minutes

The March meeting of the Town of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 State Rte. 34, Scipio Center, NY 13147, on Wednesday, March 9, 2022 at 7pm.

**Present:** Gary Mutchler, Supervisor

Susan Allen, Council Member  
Mark Ferrari, Council Member  
Patrick Doyle, Code Enforcement Officer  
Ann Robson, Town Clerk

Jason Botsford, Council  
Melinda Pitman, Council Member  
Bill Hall, Highway Superintendent

**Others Attending:** Nate Launer, Grascen Shidemantle, Leslie Baxter, Janet Reohr, Larry Bell, Gary Gordon, Rachel Moran, Guy Garnsey, Keith Batman.

1. The March 2022 Town Board Meeting was called to order at 7pm by Supervisor Mutchler, followed by the Pledge of Allegiance.
2. Agenda was modified to add a presentation by Community Science Institute representatives. On a motion made by Council Member Pitman, seconded by Council Member Botsford the revised agenda was approved. All in favor.
3. Issues to come before the Board from town residents – Three town residents; Janet Reohr, Leslie Baxter and Keith Batman spoke of the town’s Record Retention and Disposition Plan. Comments voiced were to approach this with a clear sense of what needs to be done, to preserve historical documents, to do it right and to consider phasing in a Shared Services plan with the county’s DREAM project. Erroneous assumptions were addressed and corrected as to the corporate ownership of the vendor who has provided digitizing services to the town.
4. **Resolution 2022-22** Approve February 9, 2022, Town of Scipio Board Meeting minutes. On a motion made by Council Member Allen, seconded by Council Member Botsford, this resolution was:  
Adopted      Ayes    5      Mutchler, Allen, Botsford, Ferrari, Pitman  
                     Noes    0
5. Community Science Institute (CSI) – Grascen Shidemantle, Executive Director, and Nate Launer, Director of Outreach spoke on CSI and its mission to protect the Cayuga Lake Watershed. CSI partners with community-based volunteer groups to better understand and protect local streams and lakes. There are four monitoring programs in which CSI recruits, trains, and coordinate volunteers: Synoptic Monitoring, Red Flag Monitoring, Biomonitoring and Harmful Algal Bloom. The Town of Scipio has 22.2 square miles of land with the Cayuga Lake watershed. There is an identified need for more volunteers to monitor four stations within Scipio especially along Salmon Creek. ACTION: The Spring Town Newsletter will include an article on CSI, their mission and call for volunteers.
6. Opendore Project Presentation – Howland Stone Store Museum (HSSM) President Guy Garnsey and Secretary Larry Bell spoke of a multi-year project to restore the historic landscape of the Opendore Estate by improving vehicle and bus parking to the North of the museum, installing ADA handicap accessibility that would extend to universal accessibility of gardens and woodland trail. Their presentation to the town addressed the proposed cost to complete the work and public benefit to be reaped by preserving this cultural and historic resource for our community. HSSM requested the town designate a portion of ARPA monies and/or in-kind assistance to fund this project. ACTION: Highway Superintendent Bill Hall will sit down with the HSSM board to look at opportunities.
7. Hazardous Mitigation Plan – Supervisor Mutchler explained in November 2020, he and the previous Highway Superintendent submitted a proposal for the town’s Hazardous Mitigation Plan to the county’s Office of Emergency Management Services. The county requested each municipality adopt a resolution approving their submitted plan. Supervisor Mutchler started to make a motion to approve

the submitted plan. Council Member Ferrari questioned if the town residents had adequate opportunity to comment and provide input on the Plan, as noted in the written resolution. Motion was retracted as this activity occurred twenty months ago. ACTION: Following the April 5, 2022, ZBA Public Hearing scheduled for 7pm at the Scipio Fire Station, the Scipio Town Board will hold a Public Hearing on the Hazardous Mitigation Plan. Council Member Ferrari will chair the town's public hearing as the supervisor is away. (PS: Deputy Clerk Komarisky will be noting comments at the ZBA Public Hearing and will remain to note comments from the town's Public Hearing.)

8. Highway meeting at Poplar Ridge Fire House 2/10/2022 – Supervisor Mutchler reported that he, Highway Superintendent Hall, Council Members Botsford and Pitman attended. Farmers, equipment operators and municipal leaders gathered to talk and address concerns. There was good dialog and positive feedback. This meeting was sponsored by the Town of Venice and the SWCD.
9. Proposed GSI gas line. Supervisor Mutchler reported he and Highway Superintendent Hall met with representatives from GSI. They are proposing installation of a 4” natural gas line from a methane digester at Allen Farms on Hunter Rd., as means to transport the gas north towards Auburn where it will be added to the natural gas pipeline. Highway Superintendent Hall voiced concern with lines crossing town roadways. A suggestion was to run the gas line from the digester on property owned by the Allen Farm northward and stay off the roads. Another feasible option shared is to truck the gas which would add to the wear and tear of town roads. Code Enforcement Officer Doyle commented that no application has been submitted to the town. This Ag related project would require a SEQR permit approval.
10. Record Retention and Disposition Plan – Council Member Pitman made a motion to form a committee to review the digitization of town records, seconded by Council Member Allen. This motion was:  
Approved      Ayes    3      Allen, Ferrari, Pitman  
                      Noes    2      Mutchler, Botsford
11. Report on Ethics Policy – Council Member Pitman reported her progress on the review of the town's Ethics Policy tabled from the January 2022 Organizational Meeting. She stated that a committee of community members should be appointed to review establish ethical principles and standards as they relate to town activities. Supervisor Mutchler requested her proposed policy changes be sent to town board members for discussion at the April 2022 board meeting.
12. **Resolution 2022-23** Approve extending certain deadlines related to the Duke Energy Renewables Solar LLC- Scipio Solar Energy Project. On a motion made by Supervisor Mutchler, seconded by Council Member Ferrari this resolution was:  
Adopted      Ayes    5      Mutchler, Allen, Botsford, Ferrari, Pitman  
                      Noes    0
13. Official Reports
  - a. Assessor – No report
  - b. CEO - Code Enforcement Officer Doyle expanded on his written report regarding the proposed Dollar General store. The submitted application of the proposed store exceeds the town's zoning restriction with >10,000 sq ft. and development of lot with > 49% impervious coverage. After hearing a presentation by the developer, the ZBA suggested downsizing the sf. ft. of the retail store and to purchase more land to correct the area coverage. The developer is requesting area variances. A ZBA Public Hearing is scheduled for 7 pm, on April 5, 2022, at the Scipio Fire Station. The town's Zoning Ordinance adopted in October 2021, does allowed for this type of retail store development in an Ag/Residential district.
  - c. Town Clerk – Clerk Robson reported February's disbursements to the town were \$2690.00. Announcements are on the town's website for free COVID 19 test kits provided by the county Health Department to town residents and the county Office of the Aging coming to the Moravia Town Hall on March 30, 2022, from 10am-1pm to meet with residents of Southern Cayuga. Newsletter articles for the Spring Newsletter are due by Monday, March 28, 2022. Members of the town board were

reminded that residents like to hear about the projects and activities they oversee. Regarding Tax Collection, fifty-nine 2<sup>nd</sup> notices were mailed out equating to 95% of town residents paid their taxes as of March 1, 2022.

d. Highway - Superintendent Hall highlighted his recent efforts to hand dig and replace a broken septic system pipe, to identifying a wrong circuit breaker switched on which eliminated the need to replace the town's well pump. He will be reapplying for a SWCD grant to replace the salt shed as soon as applications are made available. Discussion was had on the impact to Manchester Rd. by trucks hauling manure to the newly installed manure pit by VanNostrand Farms just west of Cork St. That section of the road is paved with 2 inches of mix paving crusher run and it has been oil and chipped 3 times since 2006. Now trucks bearing over 130,000 lbs. are on the road and making 90 degree turns into the driveway. The asphalt is crumbling, the shoulder of the road needs to be developed and an electric pole needs to be moved. Plans for that section of the road is to move the ditch back, widen the road and rebuild the road for truck traffic. NYSEG has already proposed plans to install two new poles along that span of the road.

**Resolution 2022-24** Appoint Timothy Calhoun as Deputy Highway Superintendent. On a motion made by Supervisor Mutchler, seconded by Council Member Botsford, be it resolved this resolution was:

Adopted	Ayes	5	Mutchler, Allen, Botsford, Ferrari, pitman
	Noes	0	

A letter of intent to purchase a Stadium International truck in 2023 was made in December 2021 to lock in lower pricing of \$142,236 with a 5 yr. extended engine and after treatment warranty. Since then, communication with the vendor indicate changes in pricing. The salesman was contacted by Superintendent Hall who with Deputy Superintendent Calhoun looked at other options. A Freightliner truck was shown with more interior room, better visibility and pricing included 5 year warranties on the transmission, the extended engine and after treatment for only \$141,670.

**Resolution 2022-25** Budget to purchase Freightliner truck with 5 year warranties on transmission, extended engine and after treatment in 2023 for \$141,670. On a motion made by Council Member Allen, seconded by Council Member Pitman be it resolved this resolution was:

Adopted	Ayes	5	Mutchler, Allen, Botsford, Ferrari, Pitman
	Noes	0	

Discussion was had on the 2022 schedule to replace the New Holland tractor and boom mower. The tractor has low mileage and is in good shape, but the boom mower is not. It is proposed to keep the tractor, rebuild the swivel point, and install a new boom mower and hydraulic valves with protective window for \$54,118. Saving \$96,000.

**Resolution 2022-26** Purchase Alamo Boom Mower for \$54,118 in 2022. On a motion made by Council Member Botsford, seconded by Council Member Ferrari, be it resolved this resolution was:

Adopted	Ayes	5	Mutchler, Allen, Botsford, Ferrari, Pitman
	Noes	0	

With the cost savings already mentioned by choosing the Freightliner over the Stadium International truck and replacing only the boom mower not the Holland tractor it was suggested to take the savings and replace the 1973 JD sickle bar mower which has numerous safety hazards with an International tractor and mower for \$85,812.57. The JD sickle bar mower would be put up for auction.

**Resolution 2022-27** Purchase International tractor and mower for \$85,812,57 On a motion made by Council Member Botsford, seconded by Supervisor Mutchler be it resolved this resolution was:

Adopted	Ayes	3	Mutchler, Allen, Botsford
	Noes	1	Pitman
	Abstain	1	Ferrari

**Resolution 2022-28** Remove 1973 JD sickle bar mower from service. On a motion made by Council Member Pitman, seconded by Council Member Botsford, be it resolved this resolution was:

Adopted      Ayes    5            Mutchler, Allen, Botsford, Ferrari, Pitman  
                  Noes    0

14. Board Member Reports

- a. Susan Allen – reported the assistant Transfer Station Attendant resigned; the P/T job announcement is posted on the town’s website. Supervisor Mutchler will cover attendant hours the afternoon of March 12, 2022. Casella has picked up the recyclables on time for the last seven weeks.
- b. Jason Botsford – stated earlier discussion and resolutions pertaining to equipment purchases covered his report. Council Member Ferrari requested clarification on biennial purchasing and auctioning of town pickup trucks. This is to optimize the resale value in the auction setting.
- c. Mark Ferrari – reviewed the Renovation Project update report submitted by Architect Kathleen Connelly. There was question on the timeline set for the bid process.
- d. Mel Pitman – referred to earlier discussion on her Record Retention and Disposition Plan and her Report on the Ethics Policy. She reported on the efforts made with the Owasco Lake Watershed Management Council for improve support of municipalities within the watershed.

15. Supervisor Report

a. **Resolution 2022-29** Amend Abstract 2 regarding Fire District Workman’s Compensation from \$25,142.06 to \$19,434.06. On a motion made by Supervisor Mutchler, seconded by Council Member Allen, be it resolved this resolution was:

Adopted      Ayes    5            Mutchler, Allen, Botsford, Ferrari, Pitman  
                  Noes    0

- b. Basic Town Finances – tabled for future discussion due to length of meeting in progress.
- c. AUD extension – Supervisor Mutchler reported a 60-day extension was requested to address accounting entry corrections regarding Duke funds.
- d. SCIA proposes to purchase a new ambulance for \$200K and has requested \$100,00 in ARPA funds from towns in its service area.
- e. Comments on a webinar using sheep grazing under solar panels was made.
- f. Discussion on funding the Cayuga Watershed Intermunicipal Organization and the CSI was tabled till next month as the deadline is 6.30.22.

16. Other Business - none

17. Review and Payment of Abstract 3 Vouchers

a. **Resolution 2022-30** Approve General Fund: vouchers 38-55, \$23,698.60 On a motion made by Council Member Allen, seconded by Council Member Ferrari, be it resolved this resolution was:

Adopted      Ayes    5            Mutchler, Allen, Botsford, Ferrari, Pitman  
                  Noes    0

b. **Resolution 2022-31** Approve Highway Fund: vouchers 11-15, \$1,380.20 On a motion made by Supervisor Mutchler, seconded by Council Member Allen, be it resolved this resolution was:

Adopted      Ayes    5            Mutchler, Allen, Botsford, Ferrari, Pitman  
                  Noes    0

18. Adjournment – On a motion made by Council Member Pitman the March 9, 2022, Scipio Town Board Meeting was adjourned at 10:30pm.

Respectfully submitted,

Ann Robson, Scipio Town Clerk