

## Town of Scipio August 2022 Town Board Meeting Minutes

The August meeting of the Town of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 NYS Rte. 34, Scipio Center, NY 13147, on Wednesday, August 10, 2022.

Present: Gary Mutchler, Town Supervisor Susan Allen, Council Member  
Jason Botsford, Council Member Mark Ferrari, Council Member  
Ann Robson, Town Clerk Bill Hall, Highway Superintendent

Excused: Melinda Pitman, Council Member

Attending: Roland Dodge, Dan Bennett, Janet Reohr, Jason Hickey, Josh Lazarus, Mike Davis, Greg Elko

1. Meeting was called to order at 7 pm by Supervisor Mutchler
2. Review Agenda – Council Member Allen made a motion to accept the meeting agenda, seconded by Council Member Botsford. All in favor.
3. Issues to come before the Town Board from town residents – none
4. **Resolution 2022-57** Approve July 13, 2022 Scipio Town Board Meeting Minutes. On a motion made by Council Member Botsford, second by Council Member Ferrari, this resolution was:  
Adopted Ayes 4 Mutchler, Allen, Botsford, Ferrari  
Noes 0
5. SunEast Development – Greg Elko, Director of Development explained Duke Renewable Energy has transferred the Center Rd Solar Farm project plans to SunEast. SunEast has hired TRC consultants to work on the county PILOT program, the Host Community Agreement, Special Use permits and to apply for NYSERDA Renewable Energy credits. Josh Lazarus, and Jason Hickey were introduced from TRC. They have been surveying the site and will be requesting an extension for site plan submittal to the town by November 3, 2022. Supervisor Mutchler recommended they contact town attorney, Jeff Eaton.
6. Municipal – Managed Service Proposal – IT support - Mike Davis, owner of Extra Mile Technology Services, LLC reviewed his proposal for managed service support of the town's computers and Information Technology as per NYMIR recommendations. Supervisor Mutchler also reviewed quotes received from other vendors.  
**Resolution 2022-58** Approve Managed Service Proposal with Extra Mile Technology Services, LLC. On a motion by Supervisor Mutchler, second by Council Member Botsford this resolution was:  
Adopted Ayes 4 Mutchler, Allen, Botsford, Ferrari  
Noes 0
7. Revised Building Renovation Plans – Building Committee chair, Council Member Ferrari commented the purpose of the renovation project was to improve security, better regulate temperature control, add a mop sink, upgrade electrical and air systems in a building built sixty years ago. The town under budgeted the expense of this commercial project. Cost of materials may drop; prevailing wages will increase, and the bidding market is competitive. He stated the job needs to be completed, the budget needs to be increased to reflect the cost of services and the project needs to move forward. Architect Kathleen Connelly will be contacted to continue work on revisions. Council Member Botsford suggested reviewing the scope and make revisions where possible if it saves the town money. An article for the town's 2022 Fall newsletter will be written by the Building Committee to explain the status of the project.

8. Cayuga Community Solar Project – The county is advertising a new community solar project to provide renewable energy to power the town office and highway garage with a 10% savings off the current electric bill.

**Resolution 2022-59** Approve the Town of Scipio’s participation in the Cayuga Community Solar Project. On a motion made by Council Member Ferrari, second by council Member Botsford the resolution was:

Adopted            Ayes    4            Mutchler, Allen, Botsford, Ferrari  
                              Noes    0

9. NYS AOT Annual Meeting and Training February 19-23, 2023 in NYC. Council Members Botsford and Pitman have voiced interest in attending the 2023 session and act as the town’s voting representatives during work sessions of NYS AOT.

10. Official Reports

- a. Assessor – Highlights from Heather Garner’s written report were her assisting with questions on the Homeowner Tax Rebate Credit (HTRC) and reviewing and analyzing land sales to calculate market value assigned to each land type in the town. She plans to have town office hours twice a month on the second and fourth Wednesdays from 1-3pm September – February. Next March and April 2023, she will be visiting and valuing properties, collecting exemption data, planning the 2023 Assessment Update Informational meetings, and finalizing the 2023 Assessment Roll.
- b. CEO – Highlights from Patrick Doyle’s written report; two permits were issued for open decks. The town Planning Board has reviewed two applications within the waterfront conservation district and a minor subdivision on Rte. 34B. The Allen Farm RNG facility proposal will be revised and returned to the Planning Board for site plan review and approval.
- c. Clerk – Disbursements from July 2022 were \$2339 to the Town Supervisor, and \$4.00 to NYS Animal Population Control. Local Law 2 of 2022 has been filed with the NYS Department of State, the next county Shared Services meeting is scheduled for September 7, 2022, the town has received a FOIL request on properties in the township and there has been a Petition for a Small Claims Assessment Review by a town resident. The Scipio Fire Department will hold a Family Fun Day on August 27, 2022 from 12-4pm and the town website had 395 visits in the month of July.
- d. Highway – Supervisor Bill Hall reported cleanup work was needed on Mosher and Duck Roads due to downed trees after a recent storm. A new employee has been hired. Two thousand feet on Manchester Rd was paved. He continues to have concern with safety of his crew when vehicles ignore closed road signs. He plans to work with the county sheriff and press charges in the future. Many drivers are using apps for direction, and he was successful in working with Google Maps to show town roads closed due to road work on them. This will temporarily reduce through traffic as Google Maps will take drivers on alternate routes.

11. Board Member Reports

- a. Susan Allen – In preparation for the October 1, 2022 town Cleanup Day, Robinson Roll-off will deliver five 30-yard dumpsters for the trash and Wietsman Recycling will drop off a 50-yard dumpster for metals. Costs have increased from last fall’s Cleanup Day and the budget line will need to be amended. Transfer Station Attendant Tom Olenych has

voiced concern with the number of people dropping off recyclables and trash outside of set times and days the service is open to town residents. This is considered littering. Discussion was had on installing cameras and serving violators with littering charges, improving signage, or to install fencing. No action was decided. Council Member Allen also suggested future discussion on increasing fees to increase revenue to balance the cost to the town for this service. It was mentioned that Casella will be dropping services to 50+ households within the town.

- b. Jason Botsford – Homestead Large Animal Veterinarians will hold a rabies clinic for crated cats and leashed dogs on October 1, 2022 from 10 am -1 pm for \$20 per animal.
- c. Mark Ferrari – refer to agenda item 7 of this meeting’s minutes.
- d. Mel Pitman – no report. Supervisor Mutchler attended the county’s Shared Services meeting and was informed it will be years before digitizing services will be an option. He recommended the town rent a 20’ container, purchase shelving and a dehumidifier to retain town records in a better environment.

**Resolution 2022-60** Approve rental of a 20’ storage container, purchase of shelving and a dehumidifier for records retention. On a motion made by Council Member Ferrari, second by Council Member Botsford, this resolution was:

Adopted        Ayes    4        Mutchler, Allen, Botsford, Ferrari  
                      Noes    0

12. Supervisor’s Report

- a. **Resolution 2022-61** Approve request to amend budget. On a motion made by Supervisor Mutchler, second by Council Member Botsford, this resolution was:

Adopted        Ayes    4        Mutchler, Allen, Botsford, Ferrari  
                      Noes    0

- i. Debit A1990.4 Contingent Account/Credit A1620.4 Building Contractual - \$1000
- ii. Debit A1990.4 Contingent Account/Credit A1620.41 Building-Phone - \$1000
- iii. Debit A1990.4 Cont. Acc/Credit A1620.46 Buildings-Software Support - \$3000
- iv. Debit A688 ARPA Funds/Credit A4540.41 Special Ambulance Purchase-\$25,380
- v. Debit A1990.4 Contingent Account/Credit A7320.1 summer Swim - \$900

- b. 2023 Budget Recommendation Schedule – Budget requests due September 19, 2022. Tentative Budget review scheduled for Wednesday, October 5, 2022.

13. Other Business – Financial representatives from Cayuga Lake National Bank suggested putting town monies into a CD earlier this year. With the building renovation project delayed Supervisor Mutchler suggested moving \$500,00 into a CD with a 2.53% yield for 10 months.

**Resolution 2022-62** Approve moving \$500,000 into a 10-month CD with 2.53% yield. On a motion by Council Member Ferrari, second by Council Member Botsford, this resolution was:

Adopted        Ayes    4        Mutchler, Allen, Botsford, Ferrari  
                      Noes    0

14. Review and payment of vouchers

- a. **Resolution 2022-63** Approve Abstract 8 vouchers 134-154: Total \$51,485.61. On a motion made by Council Member Allen, second by Council Member Botsford, this resolution was:

Adopted        Ayes    4        Mutchler, Allen, Botsford, Ferrari  
                      Noes    0

b. **Resolution 2022-64** Approved Abstract 8 vouchers 52-57: Total \$12,612.21. On a motion made by Supervisor Mutchler, second by Council Member Ferrari, this resolution was:

Adopted	Ayes	4	Mutchler, Allen, Botsford, Ferrari
	Noes	0	

15. Adjourn – A motion was made by Supervisor Mutchler to adjourn the August 10, 2022 Scipio Town Board meeting at 10:05pm. All in favor.

Respectfully submitted,



Ann M. Robson

Scipio Town Clerk

**Town of Scipio**  
**Code Enforcement Office**  
P.O. Box 71  
Scipio Center, New York 13147  
315-364-5740

**Monthly Report – August 2022 Town Board Meeting**

**PERMITS ISSUED:**

**22-24 Brian Robison, 4564 West Lake Road, 16' x 18' open deck.**

**22-25 Martin & Christine Cornell, 2797 Center Road, 18' x 24' open deck.**

**Scipio Planning board review:**

**The Planning Board approved following applications on July 27<sup>th</sup>:**

- **Nagle – 104 Shale Point, site plan and special use permit for 660 square foot elder cottage.**
- **Brian Robison – 4664 West Lake Road, site plan for open deck.**
- **Littlejohn – 3966 State Route 34B, minor subdivision.**

**Allen Farms RNG, LLC, 2979 Hunter Road, sketch plan conference held for proposed RNG facility. Applicant will complete application with recommendations from the Planning Board and return for site plan review and approval.**

**Zoning Board of Appeals (ZBA) review:**

**None**

**COMMENTS/QUESTIONS/CONCERNS:**

**Respectfully submitted 08/11/2022.**

**J. Patrick Doyle, Code Enforcement Officer**

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