

Town of Scipio March 2024 Board Meeting Minutes

The March 2024 meeting of the Town Board of Scipio, Cayuga County, State of New York was held at the Town Office, 3705 Rte. 34, Scipio Center, NY 13147, on March 13, 2024, at 7pm.

Present:

Gary Mutchler, Supervisor	Susan Allen, Councilperson
Jason Botsford, Councilperson	Nancy Hart, Councilperson
Melinda Pitman, Councilperson	

Others: Jeff Eaton, Bill Hall, Rolland Dodge, Ann Robson, Scott Biggar, Chris Colloca, Michael Miller, Brian Dugan, Connie O’Hearn, Nate Bartell

1. Meeting called to order at 6:58 pm by Supervisor Mutchler.
2. Review Agenda – Motion to approve meeting agenda made by Councilperson Allen, second by Councilperson Botsford. All in favor. 5/0
3. Issues from town residents - none
4. **Resolution 2024-29** Approve February 14, 2024 meeting minutes with amendment to Attorney’s report. Motion made by Councilperson Allen, seconded by Councilperson Hart was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
 Noes 0
5. ZBA – It was announced that Connor Anderson and Jeff Eaton, attorneys with Bond, Schoeneck and King will present “How to Conduct a Public Meeting” during the April 2, 2024 meeting of the Town of Scipio ZBA.
6. Restore NY Grant – Developer Dr. Christopher Colloca and Michael Miller, CCIDA presented a proposal to renovate and repurpose the former Emily Howland Elementary School compound on Rte. 34B in the Town of Scipio. Plans are to convert the empty building into a boutique hotel with winery and tasting room. There are state funds available through the Restore NY Grant program to revitalize commercial buildings. Their request is for the Town of Scipio to sponsor the application with a submittal date of March 25, 2024. The developer and CCIDA would complete the application and fund the 10% initial match due with the application. If this application is accepted, the county Planning Department, CCIDA and Dr. Colloca would complete and submit the full application by May 22, 2024.
Resolution 2024-30 Approve Town’s Sponsorship in Restore NY Grant Application. Motion made by Councilperson Hart, second by Councilperson Pitman was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
 Noes 0
7. Liberty Renewables – Scott Biggar and Nate Bartell updated the town board that Liberty Renewables is now three years into the seven-year planning process for the Agricola Wind Project in the towns of Venice and Scipio. They have contracted with Environmental Design and Research (EDR) to prepare, mail and compiled survey results on landowners’ private water wells located within 1,000 feet of parcels that will contain

Project components. This information will be submitted as part of their NYS Section 94-c requirements. The Meteorological test tower, which is a FAA requirement, has a malfunctioning light. A crew will be sent out to check on the solar battery and see why the light is not working. Conversations have begun with the municipal and county Highway Departments on impact to area roads and remediation plans. A draft agreement for Road Use, Repair and Improvements was passed out to the board for their information.

8. Officer Reports

- a. Assessor – No report. Supervisor Mutchler mentioned the Preliminary Assessment Roll will be available shortly. The state is aware the town is conducting a reval and the Board of Assessment Review (BAR) will meet in June for grieving.
- b. CEO – Printed report attached at end of meeting minutes.
- c. Clerk – February 2024 disbursements to the Supervisor were \$1567.50. A price quote of \$583 has been received to mail a postcard to town residents informing them the town newsletter has been discontinued. They will be encouraged to access the town’s website for current news and notices. As of March 13, 2024, 982 tax payments have been processed by the town’s tax collector.
- d. Highway Superintendent – Bill Hall reported he lobbied in Albany, NY the previous week in opposition of the governor’s proposed decrease in CHIPs funding. He and other highway superintendents went to see Senator Rachel May, when she held her local meeting on the budget at CCCC. Other news: an empty milk truck went off the side on Hicks Rd. recently, his crew is digging ditches, sanding roads, and cutting the shoulder of roads. He inquired when the town’s website was going to be updated.
- e. Attorney – Reported the town’s Planning Board should be finalizing the Zoning Ordinance revisions later this month and referring the law back to the Town Board for consideration. A Public Hearing for town residents will need to be scheduled. Attorney Eaton commented that the town’s Planning Board continues to discuss the setback requirement for the Agricola Wind Project. The town would like 3.0 as the multiplier from the tower to a habited dwelling; 2.5 is a possibly. NYSERDA 94c lists 2.0 x ht.
 - i. **Resolution 2024-31** Town of Scipio FOIL Policy – A motion made by Councilperson Allen, seconded by Councilperson Hart was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
Noes 0
 - ii. Social Media Policy – Attorney Eaton recommended to the town board not to create social media accounts. Information to town residents can continue to be posted on the town’s website.
 - iii. Prepared a contract for Webmaster Annie Komarisky for a four-month trial basis to update and maintain the town’s website.
 - iv. **Resolution 2024-32** Further Extending Certain Deadlines Related to SunEast Scipio Solar, LLC. A signed land lease with the property owner pertaining to decommissioning has not been received. This is to extend

the deadline to receive this signed land lease to April 26, 2024. Motion made by Councilperson Hart, second by Councilperson Botsford was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
 Noes 0

9. Board Member Reports

- a. Susan Allen – no report
- b. Jason Botsford – Reported the AOT Conference in NYC was informative, and he initiated discussion with a grant writer concerning potential grants for the town’s salt shed, and digitizing town records.
- c. Nancy Hart – Reported NYS Town Law 291 obligates towns to maintain abandoned cemeteries that were Public, Not-for-Profit cemeteries. Supervisor Mutchler reminded the board that the town is responsible for four abandoned cemeteries: Gould cemetery off Black St, Sherwood Cemetery, Manchester Cemetery and Cornwall Cemetery on Rte. 34.
- d. Melinda Pitman – Reported the new District Chief is Wayne Shuttle.

10. Supervisor’s Report

- a. **Resolution 2024-33** Amend Town Budget
Debit A8745.41 Flood and Erosion Control Owasco Lake \$200.00
Credit A8745.4 Flood and Erosion Control Cayuga Lake

Debit A1990.4 Contingent Account \$52.30
Credit A1330.4 Tax Collection – contractual

Motion made by Supervisor Mutchler; seconded by Councilperson Allen was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
 Noes 0

- b. The town received a thank you note from the King Ferry Food Pantry.
- c. Discussion on preparing a final town newsletter or mailing post card to inform town residents to access the town’s website for local information. Motion was made by Supervisor Mutchler to send postcard in lieu of final newsletter, second by Councilperson Botsford. All in favor 5/0.
- d. The town received a letter from Healing Heart Horse program seeking a donation from the town for the youth scholarship fund. Supervisor Mutchler explained the town does not give out donations.
- e. The town has completed the Green Energy Community benchmark for town energy use.
- f. Bids for the office renovation will be opened on 3.29.24 at 4pm. Town Attorney reminded the board that a quorum needs to be present for the bid opening.

11. Other Business – none

12. Review of 2024 Abstract 3

- a. **Resolution 2024-34** General Fund – vouchers 40-64, Total \$25,256.25 Motion made by Councilperson Hart, second by Councilperson Pitman was:
Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman
 Noes 0

b. **Resolution 2024-35** Highway Fund – vouchers 12-21, Total \$14,431.25 Motion made by Councilperson Allen, second by Councilperson Botsford was:

Adopted Ayes 5 Mutchler, Allen, Botsford, Hart, Pitman

 Noes 0

13. Adjournment - Motion to adjourn was made by Councilperson Pitman at 9:16pm. All in favor. 5/0

Respectfully submitted,

Ann M. Robson
Town of Scipio Clerk

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

Monthly Report – March 2024 Town Board Meeting

PERMITS ISSUED:

24-2 Irene McSweeney (Donovan-McSweeney Revocable Trust), 4568 Wyckoff Road, single-family dwelling with attached garage, Tax Map #144.00-1-9.622 (NOTE: Site Plan approved by Town of Scipio Planning Board on August 23, 2023).

Scipio Planning board review:

February meeting moved to March 3, 2024 due to weather.

Reviewed proposed changes to zoning regulations with Town Attorney Jeff Eaton. Approved site plans for Frank Ninivaggi, 30 Fire Lane 19 (front porch) and Paul McAteer, 53 Fire Lane 23 (deck and stairs). Approved minor subdivision for Steve Buller, 3311 State Route 38. Next meeting scheduled for March 27, 2024.

ZBA review:

No applications and no meeting on March 5, 2024. Next meeting April 2, 2024. Jeff Eaton will be providing training to ZBA and Planning Board Members.

COMMENTS/QUESTIONS/CONCERNS:

Respectfully submitted 02/14/2024.

J. Patrick Doyle, Code Enforcement Officer 
(315) 729-3921 codeenforcement@townofscipio.com