

**TOWN BOARD
REGULAR MEETING**

MONDAY

February 14, 2022

Masks Required for In-person Meetings

Meeting available for viewing via Zoom
<https://madisoncounty-ny.zoom.us/j/89279468697>

Meeting ID: 892 7946 8697

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This meeting was video-recorded.

Deputy Supervisor Race opened the meeting at 7:30 p.m. with four Councilors present at the Town Hall. Supervisor Zupan and Town Clerk Sunderman attended remotely via the video-conferencing platform, Zoom.

Pledge of Allegiance.

Correspondence: *There was no unshared correspondence.*

Motion by Councilor Reger, seconded by Councilor Golub to accept the minutes from the January 10, 2022 regular meeting. The motion was unanimously approved.

Motion by Councilor Johnson, seconded by Councilor Reger to accept the minutes from the January 31, 2022 Special Joint Meeting (Town of Cazenovia Town Board, Planning Board and Zoning Board of Appeals). The motion was unanimously approved with the exception of Supervisor Zupan who was not present at the Special Meeting.

Deputy Race asked if anyone cared to speak to the Town Board regarding any subject on this meeting's agenda.

Public comment #1:

Dave Eilers *inquired if there would be public comment on item #7, solar?*

John Langey, Esq. explained, this evening, a public hearing will be scheduled for the March meeting. He further informed Mr. Eilers it is on the agenda so a comment can be made at this time or he could wait until there is a formal public hearing or comment both times.

Dave Eilers *of Cazenovia thought the game plan was good in relation to the solar regulations and there was plenty of time before the moratorium ends. He mentioned he sent Supervisor Zupan an e-mail suggesting something be done similar to what the school district did [for the current proposed turf project] in terms of letting the public know about the public meeting or a video that is going to be posted on the website. He said if 30 people show up at the Gothic Cottage that is less than 1% of the 3300 taxpayers. He expressed it should be publicized more widely so someone knows to go to the website. He showed a mailer the school district sent to residents to publicize the turf project.*

Supervisor Zupan said the public hearing will most likely stay open for two months and everything will be publicized in the newspaper. He informed Mr. Eilers, legal counsel is going to present a history of the law that will go on the Town website, in video form. He further made a direct comment to Kate Hill, Editor of the Cazenovia Republican, who was in the audience, in which he asked her to put the information in the newspaper to direct people to the website.

Dave Eilers agreed putting it in the Republican was a good first start.

Motion by Councilor Reger, seconded by Councilor Johnson to open the public hearing relative to the *Proposed Joint Consolidation Agreement Between the Town of Cazenovia and Certain Existing Town of Cazenovia Water Districts Regarding Their Consolidation Into a Single, Joint Consolidated Water District.*

John Langey, Esq. explained the town has a handful of water districts. Pursuant to General Municipal Law, the individual districts can be consolidated into one district or a number of districts. At this point, the New Woodstock and Wellington Water Districts will be consolidated. The Route 20 Water District is brand new and has a lot of debt and the Mt. Pleasant Water District has a capital project and will not be part of the consolidation, at this time. He stated there are a lot of advantages to consolidating water and sewer districts. He mentioned the sewer districts were consolidated a few years ago into one district and it is advantageous when borrowing money. There isn't as much of a burden on one area because it is shared over the whole district. This consolidation of the water districts will have the same advantage. Furthermore, it will make the bookkeeping a little easier for the bookkeeper. He said the purpose is to have the public hearing tonight and then a decision by the Town Board as to whether or not to authorize the Deputy Supervisor to sign the authorization agreement.

Public comment: *There were no comments.*

Motion by Councilor Golub, seconded by Councilor Reger to close the public hearing. The motion was unanimously approved.

Resolution No. 18 presented by Councilor Reger, seconded by Councilor Golub

AUTHORIZING THE TOWN OF CAZENOVIA DEPUTY SUPERVISOR TO EXECUTE THE JOINT CONSOLIDATION AGREEMENT BETWEEN THE TOWN OF CAZENOVIA AND CERTAIN EXISTING TOWN OF CAZENOVIA WATER DISTRICTS

WHEREAS, from time-to-time, the Town of Cazenovia has formed numerous individual water districts throughout the Town in order to provide a clean, reliable supply of potable water and to provide for the health, welfare and safety of the residents of the Town of Cazenovia in certain areas of the Town by treating and transporting water to certain Town neighborhoods and business districts; and

WHEREAS, Article 17-A of the General Municipal Law of the State of New York (specifically Section 750-793 thereof, effective March 21, 2010) authorizes the consolidation of special districts within a Town to facilitate such consolidations where deemed to be advantageous to the Town; and

WHEREAS, the Town Board of the Town of Cazenovia has previously discussed the consolidation of the various water districts referenced in the attached Schedule "A" into a single joint consolidated water district to allow for the effective management and financing of district assets and infrastructure; and

WHEREAS, the Town previously caused the preparation of a proposed Joint Consolidation Agreement for the aforesaid existing water districts into one (1) joint consolidated water district pursuant to Article 17 of the General Municipal Law; and

WHEREAS, the new joint consolidated water district entity would assume jurisdiction over all areas in the Town of Cazenovia that were previously served by the various individual districts; and

WHEREAS, the Town of Cazenovia Town Board, as lead agency, on behalf of the various existing water districts previously determined that the proposed action would not have a significant adverse effect on the environment; and

WHEREAS, a Negative Declaration was adopted by the Town Board on January 10, 2022; and

WHEREAS, the Town Board previously determined to hold a public hearing on February 14, 2022 at 7:30 p.m. at the Town Hall, so that the matter could be heard by the public; and

WHEREAS, a copy of the Notice of Public Hearing for such purpose was published in the official newspaper as required under the General Municipal Law, was posted on the Town’s official signboard and placed upon the Town’s website; and

WHEREAS, said Notice of Public Hearing contained a descriptive summary of the proposed Joint Consolidation Agreement; and

WHEREAS, said public hearing was held on February 14, 2022, as scheduled.

NOW THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cazenovia, on behalf of the various existing water districts in the Town of Cazenovia, hereby authorizes the Deputy Town Supervisor to execute the proposed Joint Consolidation Agreement between the Town of Cazenovia and the various existing water districts in the Town of Cazenovia, regarding their consolidation into a single, joint consolidated water district, such that this resolution establishes said joint consolidated water district without further order of the Town Board.

SCHEDULE “A”

NAME OF WATER DISTRICT	GENERAL AREA OF DISTRICT			
Wellington Water District	All those tracts or parcels of land situate in the Wellington Subdivision, to wit:			
	107.1-1-22.1	107.1-1-22.12	107.1-1-22.21	107.1-1-22.30
	107.1-1-22.2	107.1-1-22.13	107.1-1-22.22	107.1-1-22.31
	107.1-1-22.3	107.1-1-22.14	107.1-1-22.23	107.1-1-22.32
	107.1-1-22.4	107.1-1-22.15	107.1-1-22.24	107.1-1-22.33
	107.1-1-22.6	107.1-1-22.16	107.1-1-22.25	107.1-1-22.34
	107.1-1-22.7	107.1-1-22.17	107.1-1-22.26	107.1-1-22.35
	107.1-1-22.8	107.1-1-22.18	107.1-1-22.27	107.1-1-22.5
	107.1-1-22.9	107.1-1-22.19	107.1-1-22.28	107.1-1-22.127
	107.1-1-22.11	107.1-1-22.20	107.1-1-22.29	107.1-1-26
	New Woodstock Water District	All those tracts or parcels of land situate in the Hamlet of New Woodstock, to wit:		
130.-1-35		146.8-1-24	146.8-1-62	146.8-2-19
131.-1-4.21		146.8-1-25	146.8-1-63	146.8-2-20
146.-1-44		146.8-1-26	146.8-1-65	146.8-2-21
146.-1-46		146.8-1-27	146.8-1-67	146.8-2-22
146.-1-47		146.8-1-28	146.8-1-68	146.8-2-23
146.-1-51.2		146.8-1-29	146.8-1-69	146.8-2-24
146.-1-51.3		146.8-1-30	146.8-1-70	146.8-2-27.1
146.-1-54		146.8-1-31	146.8-1-71	146.8-2-27.11
146.-1-65		146.8-1-32	146.8-1-72	146.8-2-28
146.-1-66.1		146.8-1-33	146.8-1-72.5	146.8-2-29
146.-1-66.2		146.8-1-34	146.8-1-73	146.8-2-30
146.-1-67		146.8-1-35	146.8-1-74	146.8-2-31
146.-1-68		146.8-1-36	146.8-1-76	146.8-2-32
146.-1-70		146.8-1-37	146.8-1-77	146.8-2-33
146.-1-70.1		146.8-1-38	146.8-1-78	146.8-2-34
146.-1-71		146.8-1-39	146.8-1-79	146.8-2-35
146.-1-72		146.8-1-40	146.8-1-80	146.8-2-36
146.8-1-1		146.8-1-41	146.8-1-81	146.8-2-37
146.8-1-2		146.8-1-42.1	146.8-1-82	146.8-2-38
146.8-1-3	146.8-1-42.2	146.8-1-83	146.8-2-39	
146.8-1-4	146.8-1-44	146.8-1-84	146.8-2-40	
146.8-1-5	146.8-1-45.1	146.8-1-85	146.8-2-41	

NAME OF WATER DISTRICT	GENERAL AREA OF DISTRICT			
	146.8-1-6	146.8-1-45.2	146.8-1-86	146.8-2-42
	146.8-1-7	146.8-1-45.3	146.8-2-1	146.8-2-43
	146.8-1-8	146.8-1-46	146.8-2-2	146.8-2-44
	146.8-1-9	146.8-1-47	146.8-2-3	146.8-2-45
	146.8-1-10	146.8-1-48	146.8-2-4	146.8-2-46
	146.8-1-11	146.8-1-49	146.8-2-5	146.8-2-47
	146.8-1-11.-1	146.8-1-50	146.8-2-6	146.8-2-48
	146.8-1-13	146.8-1-51	146.8-2-7	146.8-2-49
	146.8-1-14	146.8-1-52	146.8-2-8	146.8-2-50
	146.8-1-15	146.8-1-53	146.8-2-9	146.8-2-51
	146.8-1-16	146.8-1-54	146.8-2-10	147.-1-1
	146.8-1-17	146.8-1-55	146.8-2-11	147.-1-2
	146.8-1-18	146.8-1-56	146.8-2-12	147.-1-7.112
	146.8-1-19	146.8-1-57	146.8-2-14	147.-1-8
	146.8-1-20	146.8-1-58	146.8-2-15	147.-1-9
	146.8-1-21	146.8-1-59	146.8-2-16	500.-12-12
	146.8-1-22	146.8-1-60	146.8-2-17	500.-51-12
	146.8-1-23	146.8-1-61	146.8-2-18	
		622.089-9999-132.350-1001		
		622.089-9999-618.750-1881		

Roll call:	
Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 18 adopted.

Motion by Councilor Reger, seconded by Councilor Johnson to open the public hearing relative to Local Law A – 2022, entitled "A Local Law to Amend Chapter 165 (Zoning) of the Town Code of the Town of Cazenovia to Provide for Limited Farm Operation Events on Qualifying Farm Operation Parcels in the Town of Cazenovia."

Public comment:

Al Brandolini of Ballina Road, Cazenovia expressed his support for this local law.

Sam Woods inquired where Owera fits into this local law. He assumed they were grandfathered in, to some extent, but didn't want to make that assumption.

John Langey, Esq. said this local law would not apply to Owera. It is not designed to give Owera any rights in regard to these types of events. Owera's rights are derived from any previous approvals they might have received.

Sam Woods asked if a dB (decibel) level was ever set with Owera?

John Langey, Esq. said he did not recall one being set for them.

Sam Woods said if the current law is passed with a dB level of 50, it would make sense, to him, it should apply to Owera.

John Langey, Esq. said as the lawyer for the Town, he does not think it has any applicability to Owera at this time.

Sam Woods expressed they are a farm operation.

John Langey explained they have a separate, independent approval they received several years ago. This law does not provide them with any new or additional rights. This particular law is designed for the smaller farmer to provide them with an additional source of revenue to allow them to continue farming and incentivize them to continue farming.

Sam Woods referred to the letter he submitted and said the number of events, he takes a huge issue with in the proposed law. The events are not going to be during the winter-they will be during the summer. If you count out 15 events through the course of a summer it means events from May to fall, every weekend. He asked the board to take that into consideration as they look at this law. He also commented on the dB level. He thinks the Town Board has put a lot of thought into the level of 50 and thinks it is a good level to set. He said it is considerate to neighbors, but it does not take bass into consideration. He talked to his PhD audiologist earlier

today to further understand this. Decibel levels come from parameters that are set more in the speech range, not the music range. He explained the scale was set up to look at levels of industrial noise and determine where sound is harmful to the human ear. He said as it pertains to bass, most subwoofers go in a range from 30-160 hertz which is a low-frequency sound. To further understand this, he gave an example of the Codes Enforcement Officer standing at the property line and holding the sound meter to make sure the sound is less than 50 dB. If there was bass music playing and reading 50, it is actually 80 dB to reach 50 because the dBA scale is weighted not to look at low-frequency sound. He recognized the sounds and the difference in there measurement and the challenge to capture this into a law. He said for the Woods and the problems they have had with Owera, the dBA level is not the main issue, but sitting on their porch. He asked for everyone to picture themselves, as a neighbor of Jimmy's [Councilor Golub], because he knows where this law is going. He mentioned he knows Jimmy is a huge proponent of this law and understands why. He said as a neighbor, he does not want to listen to a BOOM, BOOM, BOOM every weekend as he is sitting on his porch. He asked that the neighbors be taken into consideration when the Town Board is looking at this law.

Councilor Johnson inquired about Manlius' Code that Mr. Woods submitted.

John Langey, Esq. explained that Manlius' Code was a noise ordinance. He said this is a farm event law and the sound is a small part of the law and has a cut-off point of 50 dB. He mentioned there are other protections in this law which includes an annual review of the approval. The law requires a site plan approval and special use permit approval between two different boards. He said the limit is 15 events per year and 50 dB. He further explained, from an attorney's perspective, for a town to enforce a noise ordinance it is one of the more challenging things to do in a court of law. He expressed he is not saying it can't be done, the town actually wrote a good noise ordinance, several years ago.

Councilor Race said a noise ordinance would be Town-wide and not selective. It would pertain to graduation and birthday parties. He said there was a public hearing and it was not overly popular.

Councilor Golub said there is a big difference between this law and Owera. This law requires a yearly review to get the permit renewed. If something becomes a problem, the town would have the authority to revoke or not renew the approval.

Councilor Race said it is an attempt to retain our agricultural values and agrarian taste of the community. It is becoming more and more difficult for a lot of these people to remain in business and do what they do.

Sam Woods assumed Critz Farms would not be affected by this.

John Langey, Esq. confirmed.

Gail Woods asked if it is a farm-related event and becomes like an Owera, where it is just wedding and events and does not pertain to the farm, what supersedes it? What is protected the town or state law.

John Langey, Esq. said the Committee wrote the law that the limited events must be secondary in nature to the farm operation. The primary purpose of the land is the farming operation. Secondary is the limited number of events. The Planning and Zoning Boards do not need to grant all 15 events or the number can be modified at the annual renewal. He said there are certain

permits that have annual renewal including the junkyard and short-term rental law. It would not be unheard of if someone violates their conditions it could be revoked which is laid out in the law.

***Gail Woods** said she thought enforcing the dB levels is controversial. They have to call the Codes Enforcement Officer and they do not want to have to call Roger all the time.*

John Langey, Esq. said if there is a problem with someone that is granted one of these approvals, it would be a call to codes enforcement. Code Enforcement could ticket the individual to go to justice court or put a note in the file to take into consideration at the annual approval. He said there are a couple of enforcement mechanisms that could come into play.

Motion by Councilor Golub, seconded by Councilor Reger to close the public hearing. The motion was unanimously approved.

Resolution No. 19 presented by Councilor Reger, seconded by Councilor Johnson

TOWN OF CAZENOVIA LOCAL LAW NO. A OF 2022
(“A Local Law to Amend Chapter 165 (Zoning) of the Town Code of the Town Of Cazenovia to Provide for Limited Farm Operation Events on Qualifying Farm Operation Parcels in the Town of Cazenovia”)

WHEREAS, pursuant to the provisions of the New York State Constitution, the Municipal Home Rule Law and the Statute of Local Governments, proposed Local Law No. A-2022, titled “A Local Law to Amend Chapter 165 (Zoning) of the Town Code of the Town of Cazenovia to Provide for Limited Farm Operation Events on Qualifying Farm Operation Parcels in the Town of Cazenovia,” was presented and introduced at a regular meeting of the Town Board of the Town of Cazenovia held on January 10, 2022; and

WHEREAS, a public hearing was held on such proposed local law on the 14th day of February, 2022, by the Town Board of the Town of Cazenovia and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Cazenovia in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law of New York (SEQRA), requires that as early as possible in the consideration of a proposed action, an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, on January 10, 2022, the Town Board declared itself lead agency and determined that the enactment of proposed Local Law No. A-2022 was a Type I action and will have no significant effect on the environment thus concluding the SEQR review process; and

WHEREAS, previously on January 10, 2022, after significant consideration and review, the proposed action to adopt the Local Law was deemed not to have any adverse environmental impact and the Town Board adopted a Negative Declaration in conjunction with the SEQR process; and

WHEREAS, the proposed Local Law was duly referred to the Madison County Planning

Department for review and comment pursuant to the New York State General Municipal Law; and

WHEREAS, the Madison County Planning Board has previously reviewed the application for county-wide or intermunicipal impacts and returned the application for local determination; and

WHEREAS, the Town Board of the Town of Cazenovia has now determined that it is in the public interest to enact said Proposed Local Law No. A-2022.

NOW, THEREFORE, it is

RESOLVED that the Town Board of the Town of Cazenovia, Madison County, New York, does hereby enact Proposed Local Law No. A-2022 as Local Law No. 2-2022 as follows:

**“TOWN OF CAZENOVIA
LOCAL LAW NO. 2 OF 2022**

**A LOCAL LAW TO AMEND CHAPTER 165 (ZONING) OF THE
TOWN CODE OF THE TOWN OF CAZENOVIA TO PROVIDE FOR
LIMITED FARM OPERATION EVENTS ON QUALIFYING
FARM OPERATION PARCELS IN THE TOWN OF CAZENOVIA**

Be it enacted by the Town Board of the Town of Cazenovia as follows:

SECTION 1. AUTHORITY.

This local law is enacted pursuant to the New York State Constitution and New York Municipal Home Rule Law §10.

SECTION 2. PURPOSE.

The Town Board of the Town of Cazenovia finds that it is in the best interest of the Town and its residents to provide a means by which certain farm operations located within the Town of Cazenovia may undertake specified farm operation events as a means to supplement farm income where such events are anticipated to have no impacts on surrounding properties. The Town of Cazenovia recognizes that farmers and farm operations are undergoing extreme pressure regarding proposed development of available farmlands within the Town of Cazenovia and Madison County, as well as New York State. To provide farmers with a source of supplemental income and to encourage the continued use of farmlands for growing crops, raising farm animals and related agricultural uses, it is beneficial to provide certain additional related operations on such qualifying parcels to supplement incomes and to encourage the continuation of agriculture activities on those parcels. The Town Board further recognizes that parcels which could qualify for such supplemental uses should be located along established New York State highways and Madison County roads where traffic is comparatively higher than local Town roads and where variety of uses have been established over time. The Town Board recognizes that such additional activities will encourage the use of said properties to remain as open space and aesthetic resources found in and alongside State and County roadways, while contributing to the Town’s historical support of agriculture.

SECTION 3. DEFINITIONS.

Section 165-61 (“Definitions”) of Chapter 165 of the Town Code of the Town of Cazenovia is hereby amended by adding a new definition of “Farm operation events” to read in its entirety as follows:

“Farm operation events

The use of active agricultural parcels for the additional purpose of holding limited events designed to enhance the underlying farm operation and to provide farmers with an opportunity to provide supplemental income to the farm operation and to allow for educational opportunities to individuals relating to agriculture in the State of New York and the region. Such events shall require the issuance of a Special Use Permit from the Zoning Board of Appeals and site plan review from the Town of Cazenovia Planning Board and shall meet the requirements of Article XVIII (“Additional regulations for certain specified uses”) at §165-72.1 herein.

SECTION 4.

Article XVIII (“Additional regulations for certain specified uses”) of Chapter 165 of the Town Code of the Town of Cazenovia is hereby amended by adding a new §165-72.1 to read in its entirety as follows:

“§165-72.1 Farm Operation Events.

Farm operation events shall be allowed only through the issuance of a Special Use Permit granted by the Zoning Board of Appeals pursuant to Section 165-114 and upon the granting of Site Plan Approval by the Planning Board pursuant to Chapter 133 and shall be further subject to the following requirements:

A. General Requirements.

- (1) Such use shall occur only on parcels being utilized as active farm operations, [as defined under the New York State Agriculture and Markets Law,] and which also qualify as being included in the Town of Cazenovia’s Ag Overlay Zoning District.
- (2) Such use shall occur on parcels which contain a minimum lot area of 100 contiguous acres.
- (3) Such uses shall be located only upon parcels located and fronting on U.S. Route 20 in the Town of Cazenovia or located and fronting on a County road.
- (4) Such uses shall meet the requirements and standards found in Article XIX (“Standards and Requirements Applying to All Districts”), §165-83 (“Purpose”).
- (5) An approved farm operation event use shall be limited to events which are secondary to the farm operation and its income, such that the limited farm operation events are utilized to supplement farm income rather than become a primary use upon the farm lot parcel for which such use has been granted. Such uses may include approved farm events, weddings, celebrations and similar activities.
- (6) The number of events per year granted by the Zoning Board of Appeals may not exceed fifteen (15).

- (7) Each limited farm operation event shall be under the direction and control of the farm operator, who shall submit a general Business and Operations Plan applicable to all events for review by the Zoning Board of Appeals.
 - (8) The applicant shall submit facility plan, providing for appropriate sewage disposal facilities as determined by the Zoning Board of Appeals and approved by the Madison County Department of Health.
 - (9) The number of event attendees shall be limited to 150 and shall be subject to review and approval by the Zoning Board of Appeals as part of the Special Use Permit process.
- B. An application for such use shall include the submission of a written detailed narrative of the use including all aspects of same, hours of operation, proposed lighting, access, sewage disposal, parking, structures, noise and all other features. The applicant shall also prepare and submit a detailed site plan depicting all features of the proposed use and existing uses, including land contours.
- C. Lighting.
- (1) All external lighting associated with the farm operation event use shall be downcast lighting and dark sky compliant (subject to Chapter 133), which lighting shall include shielding.
 - (2) All external lighting shall be extinguished by 10:30 p.m. Events shall be discontinued no later than 9:30 p.m.
 - (3) Where appropriate, applicant shall propose and incorporate the use of solar and battery powered energy for the proposed event use.
 - (4) No lighting shall spill onto surrounding properties or adjacent highways.
- D. Approval of any farm operation event use shall require proof of the continuous onsite presence of the owner of the premises or in the absence of such owner, a designated responsible event/operations manager, which owner or event/operations manager shall be accountable to the Town Code Enforcement Officer by providing appropriate contact information, including a 24-hour telephone number.
- E. The proposed farm operation event use facility shall demonstrate appropriate fire extinguishment capabilities for the use. Applicant shall provide to the Zoning Board of Appeals correspondence from local First Responder Emergency Services indicating acceptability of the proposed facility.
- F. The application narrative shall address all safety features of the use for the Zoning Board of Appeals' consideration.

- G. A Special Use Permit issued to any farm operation event use shall be issued for a period not to exceed one (1) year with renewal scheduled 60 days in advance of the upcoming season.
- H. Parking.
 - (1) The application shall provide and address designated parking areas, demonstrating properly sized parking spaces, with sufficient distance from the use and from surrounding property lines.
 - (2) Parking shall be designed in such a manner so as not to cast light onto surrounding properties or onto oncoming traffic. Vehicles shall not be allowed to idle on-site.
- I. Noise.
 - (1) The Zoning Board shall request and be provided with detailed information relative to sound impacts associated with the proposed farm operation event use. The Zoning Board may request a sound test for review by the Zoning Board to determine the potential for noise impacts from the proposed use prior to the granting or denial of its approvals.
 - (2) Noise levels from the nearest property line from the proposed farm operation event use shall not exceed 50 dBA.
- J. There should be no outdoor storage associated with the proposed farm operation event use, nor shall personal effects be left outdoors, including food or beverages.
- K. Appropriate waste facilities shall be demonstrated on the submitted plan.
- L. The proposed farm operation event use shall provide a means by which event attendees may purchase farm products from the property owner and shall include educational information designed to provide patrons with an understanding of the farm operation's agricultural activities.
- M. Inspections and Compliance.
 - (1) The Town of Cazenovia Code Enforcement Officer will be provided access to the farm operation event use facility at all times for inspections and compliance with any conditions issued.
 - (2) Annual inspection of the operations of the proposed farm operation event use are to be conducted by the Town of Cazenovia Code Enforcement Officer who shall submit its report to prior to any requested renewal of the use.
 - (3) Any farm operation event use found to be out of compliance with these regulations are subject to non-renewal or revocation by the Zoning Board of Appeals.

- N. All aspects of the proposed farm operation event use (structures) shall be setback a minimum of 125 feet from the nearest residential property line.
- O. Signs.
 - (1) There shall be no signs except for those allowed pursuant to §165-95 and as otherwise approved by the reviewing Board.
 - (2) Any such signs shall be approved by the Town of Cazenovia.
- P. Hours of Operation will be 11:00 a.m. to 9:30 p.m. with 10:30 p.m. shut-off of lighting.
- Q. The proposed farm operation event use shall have a nexus to the underlying agricultural use and may specifically include wedding events, farm festivals, seminars, etc.
- R. A contract between the event participants and the proposed farm operation event use shall include a set of rules and regulations as established by the Zoning Board of Appeals, which rules shall include, at a minimum, expectations regarding noise and the hours of operation associated with the individual proposed use.
- S. The proposed farm operation event use will be a “major project” as defined by the Town Code of the Town of Cazenovia and subject to a public hearing.
- T. Use of tents may be approved by the Reviewing Board upon their sound discretion.”

SECTION 5. VALIDITY & SEVERABILITY.

If a court determines that any clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm or corporation, or circumstance is invalid or unconstitutional, the court’s order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

SECTION 6. EFFECTIVE DATE.

This Local Law shall be effective upon filing with the office of the Secretary of State.”

Roll call:

Deputy Race	Yes
Councilor Golub	Recuse
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 19 adopted.

John Langey, Esq. provided remarks about the proposed solar law which will be uploaded to the Town's website. The purpose of his remarks was to review the catalyst for updates to the solar law and the proposed changes from the existing law. On January 31, 2022, there was a joint meeting between the Town Board, Planning Board and Zoning Board of Appeals and his remarks will be very similar to what he expressed at that meeting. His remarks are as follows:

- *Solar Committee formed more than six months ago. The Committee was comprised of members of the Town Board, Planning Board, Roger Cook (Codes Enforcement), Cazenovia Preservation Foundation (CPF) and some citizens that regularly attended the meetings.*
- *A lot of the information and comments that were gathered and explored during that time were taken into consideration and incorporated into the final version of the law for purposes of public review and comment.*
- *If the resolution is passed tonight, the amendments to the current solar law will be put out to the public for comment at the monthly meeting in March.*
- *For purposes of history, the Town adopted a fairly comprehensive solar law in 2016. This law was generally based on the NYSEDA model law. Over the years, the model law that was adopted to fit the Town of Cazenovia Zoning Districts was amended a few times. None of the amendments were very large notable amendments.*
- *In the interim, there was quite a bit of discussion between the Town Board, Planning Board and Zoning Board of Appeals as well as recognition throughout Madison County that there was a propagation of solar projects coming into Central New York.*
- *A lot of the towns that he represents were seeing multiple large solar projects.*
- *The changes in this proposed law are not just for the commercial solar facilities, a megawatt and above. There are other changes they have learned about for the smaller projects and think would be helpful to incorporate into this law.*
- *The main impetus of the law is to recognize that large solar can be properly encouraged in the Town of Cazenovia and the Town is a Climate Smart Community and has always encouraged renewable energy.*
- *Councilor Golub contacted him recognizing the pressure on farmers to lease out their land and dedicate the land to solar rather than growing food or raising livestock.*
- *To create that balance, a committee was formed that met every two weeks. A draft law was circulated and changed with many amendments throughout the process.*
- *He stated the law is on the town website until the Town Board takes action on it.*
- *He reviewed the law and things that needed to be tightened up: protecting prime farmlands and better defining those. Some definitions were added to the law regarding prime farmlands, prime soils, and prime soil lands. A lot of the definitions come from the US Dept. of Agricultural and Natural Resources. A lot of this information has been vetted by some of the experts on how to define those items.*
- *The purpose clause of the law was updated to identify the intent and what the Town is trying to protect. At the same time, the Town want to encourage renewable energy.*
- *Another change, if someone was to propose a large enough project, the town would request a PILOT (Payment in Lieu of Taxes) Agreement. Under New York State Law, if a solar developer proposes a renewable energy project, by operation of law, the project is tax exempt. Unless the town requests, a PILOT Agreement. In the draft law, they have incorporated the requirement for a PILOT Agreement.*

- *Additionally, most solar project operators are used to the idea of providing a Host Community Benefit Agreement, which is different from a PILOT Agreement. A PILOT has a few rules under the Real Property Tax Law. A PILOT can be no longer than 15 years in length and is a negotiated agreement. NYSEDA publishes a schedule of what a reasonable PILOT fee should be and a PILOT fee is split by the taxing jurisdictions (county, school, town). Most typical PILOTS are broken down like a tax dollar is broken down. The school district gets over 70% of the tax, county gets 20% or so and the town gets what is left over-usually single digits.*
- *The Host Community Benefit Agreement involves just the town and the developer and the town receives the funds to offset the impacts the solar project might have on it financially. This particular agreement has also been incorporated into the law.*
- *The law sets forth requirements for a decommissioning plan. The plan is created to address what happens when the solar project has lived out its useful life. In the law, the Planning Board and Zoning Board of Appeals require the plan be filed with the town and negotiated with the town. It will be supported by a decommissioning bond, letter of credit or cash, which sits there to guarantee the solar project will totally be removed from the site. This entails the Town Engineer providing an estimate of how much it would cost to remove the project, after it has been built. Then, the developer would be required to post the estimated amount through cash, bond or letter of credit.*
- *The law requires a 2% escalator, but also a requirement of what type of financial institution would be acceptable to the Town. Also, to make sure the bond will be in place for a minimum of five years with a 6-month renewal period that has to kick in prior to the bond expiring. A letter of credit also has to be covered 6 months prior to expiring. Cash is covered for the whole time.*
- *Another feature of the law requires an environmental manager be named during the review process. Therefore, if a project gets approved, the developer has to post an environmental manager on site to ensure the development is going to be done in an environmentally conscious manner.*
- *The law requires the developer post insurance, 5 million, and name the town if some sort of mishap were to happen, for liability purposes*
- *A reference has also been made to projects that are 20 megawatts or larger. Under NYS Law, there is something called Article 10 which would kick in for these megaprojects. Under Article 10, the State of New York's position is local zoning ordinances do not apply when siting solar project or renewable energy projects. The law makes reference to Article 10 and 14C of the Executive Law that says regardless of who believes they have jurisdiction; the Town of Cazenovia local laws apply. He stated there is a lawsuit right now where that is under dispute, but they have added that to the Town Law because no one knows how that is going to turn out. The purpose of putting that into the local law is to say that the town's Planning and Zoning Boards, regardless of what New York State has to say, the state siting authority has to consider our law or that our law would preempt them, it was added as a safety net.*
- *A limit was put on the height of the panels that can be put on site. There is a whole section on ground-mounted solar.*
- *A section has been added to include fees. One of the most important things when the town is reviewing a large solar project is that the town have the access to their own town engineer to review the project, at the expense, of the developer. The reviews that occur*

can be quite extensive. A large project that is constructed needs to have stormwater review. The town engineer reviews the developer engineer's data and provides their own independent opinion on stormwater. Any developer that gets approval has to enter into a Stormwater Maintenance Agreement. The Agreement would capture the Stormwater Pollution Prevention Plan (SWPPP) and be filed with the County Clerk's Office. Anyone that purchases this land in the future, these projects can go on for 20-25 years, a purchaser should understand there are obligations on behalf of the property owner and solar operator. This has been codified into the law.

- *Additionally, protection has been added for local roads. There is a provision if a developer is going to go over a town road, they have to do an analysis of preconstruction condition through video, photographs and measurements. These would be submitted to the town prior to construction and they may even meet with the Highway Superintendent. This information is measured against the post-construction of the project. If there is damage, the developer is responsible by law to fix it. If they do not fix it, there is a separate bond in place for road remediation.*
- *There is a provision that addresses oversaturation. The Planning and Zoning Board has power in the instance that multiple developers propose projects in the same area. There is language so not one area gets overburdened with projects.*
- *Language has been added for planting and landscaping.*
- *For solar project approval, you are required to go through the Planning Board and Zoning Board of Appeals for two separate approvals. The recently approved, Lucas Project [Barrett Road, New Woodstock] appeared before both boards.*
- *The current law and new law protect scenic viewsheds.*
- *There is extensive sections on emergency shutdown, security and road access.*
- *Mitigation and what can be done in those situations.*
- *There is a section on community solar. If a project is hosted in the town, the Planning and Zoning Boards can impose a condition that town residents can subscribe to those reduced energy costs.*
- *A recent addition to the law involved geotechnical reports-the soil impacts are looked at very carefully. The town can require a soil expert be hired to give advice on what those impacts might be.*
- *A requirement has been included for the submission of an Operation and Maintenance Plan that would be recorded with the County.*
- *References have been made to the New York State Ag & Markets guidelines to energy projects.*
- *Planning and Zoning Boards have the power to request sufficient photo simulations of what the project might look like at the stage of completion.*
- *Any solar project has to demonstrate it won't produce glare or glint from the site.*
- *The new regulations require a full environmental review requiring the Full Environmental Assessment Form (EAF).*
- *Cazenovia Preservation Foundation has been the liaison to create a mapping tool. It is a breakthrough for the Town. It creates a map of where the best locations may be for a solar project. It can be taken into consideration where might be a good place for a project. The idea is to tell a developer when they show up to see if there project makes sense in that area and how it might be received by the Planning and Zoning Board. The tool takes into account soils, slopes, viewsheds, wetlands, etc.*

- *A document (compiled by Planning Board Member, Anne Ferguson) will be attached to the law and is a reference document titled, “Solar Energy Guidelines for the Town of Cazenovia.” It is a solid overview of what they are requiring developers and homeowners to do to include roof-mounted, ground-mounted, integrated and commercial solar projects.*

He said a lot of other places have heard about the proposed Cazenovia Law and have requested to have it shared with them. He said there does seem to be a lot of interest in it.

Resolution No. 20 presented by Councilor Golub, seconded by Councilor Reger

TOWN OF CAZENOVIA LOCAL LAW NO. B OF 2022

(“A Local Law to Amend Chapter 165 (Zoning) of the Town Code of the Town of Cazenovia with Respect to the Town of Cazenovia Solar Regulations”)

To introduce proposed Local Law No. B-2022, titled “A Local Law to Amend Chapter 165 (Zoning) of the Town Code of the Town of Cazenovia with Respect to the Town of Cazenovia Solar Regulations:

WHEREAS, proposed Local Law B-2022 has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law and Town Law; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible in the consideration of a proposed action, an involved agency shall make a determination whether the action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Cazenovia, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the adoption to said Local Law is a Type I Action for purposes of environmental review under SEQR; and

WHEREAS, the Town Board has determined that a Full Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, the said EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, it is

RESOLVED AND DETERMINED that the enactment of proposed Local Law No. B-2022 is a Type I action, there are no other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQRA review; and it is further

RESOLVED AND DETERMINED that after a careful review of Part II of the Full Environmental Assessment Form submitted in this matter, the Town Board has determined this action shall have no adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED that the reasons supporting the foregoing Negative Declaration are as follows:

1. If adopted, proposed Local Law No. B-2022 will provide additional amended regulations to permit and further regulate the construction of solar energy systems in the Town of Cazenovia in a manner that preserves the health, safety and welfare of the Town while also facilitating the production of renewable energy;

2. In reviewing and regulating the placement and use of solar energy systems, the Town has recognized that a carefully coordinated special use permit and site plan review will be undertaken by the Town prior to any approval of a solar energy system;

3. In regulating the placement and use of solar energy systems, the Town proposed regulations are designed to minimize the impact of such uses on the environment and surrounding properties while encouraging appropriate placement of those solar energy systems in the proper circumstances;

4. While it is recognized solar energy systems may be perceived to be aesthetically detrimental to surrounding properties in some instances, especially residential neighbors, the proposed regulations provide for aesthetic impacts to be considered in the review process and further provide for tools available to the permitting board to mitigate impacts;

5. This local law seeks to accommodate public demand for solar energy systems, while minimizing potential adverse impacts upon neighboring uses;

6. Aesthetic impacts will be reduced as a result of this Local Law which imposes various site requirements upon these facilities, including screening, height limitations, separations, design, proliferation, landscaping, lighting, utility services, setbacks, visibility and others;

7. Enactment of proposed Local Law No. B-2022 will be more protective of the environment than the absence of such regulations on the solar energy systems;

8. Proposed Local Law No. B-2022 seeks to minimize aesthetic and other impacts of such uses on their neighbors, and as such, its adoption will have no significant effect on land use, air or water quality, traffic, solid waste production, drainage, animal or vegetation life; will not attract numbers of people to the Town; will not create any conflict with the Town's plans or goals; will not impair the character of any community or neighborhood resource; will not create any health hazard; will not result in any change in energy use; and will not create any demand for other action which would result in the above consequences; and it is further

RESOLVED AND DETERMINED that this Board adopts the Negative Declaration incorporated herein and instructs counsel to make the required filing and publication of same; and it is further

RESOLVED that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. B-2022 at the Town Hall located at 7 Albany Street, Cazenovia, New York on March 14, 2022 at 7:30 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard. Additionally, the public wishing to observe the proceedings or participate remotely may do so by using a free version of the software at Zoom.us. Video participants can access Zoom at the following link: <https://madisoncounty-ny.zoom.us/j/85345134832>. For audio participants, call (646) 558- 8656 and enter ID: 853 4513 4832.

Roll call:

Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 20 adopted.

Resolution No. 21 presented by Councilor Reger, seconded by Councilor Golub

DESIGNATION OF POLLING PLACES

Pursuant to New York State Election Law 4-104 (*Registration and Polling Places; designation of*), “Every Board of Elections shall, in consultation with each city, town and village, designate the polling places in each election district in which the meetings for the registration of voters, and for any election may be held.”

The Town Board of the Town of Cazenovia hereby designates and authorizes the Town Clerk to certify the following polling places for the Town of Cazenovia for the 2022 Election year:

- District 1 – New Woodstock Free Library, 2106 Main Street, New Woodstock
- District 2 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)
- District 3 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)
- District 4 – Cazenovia Public Library, 100 Albany Street, Cazenovia
- District 5 – Cazenovia Public Library, 100 Albany Street, Cazenovia
- District 6 – American Legion Post 88, 26 Chenango Street, Cazenovia (*downstairs*)

Roll call:

Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 21 adopted.

Resolution No. 22 presented by Councilor Golub, seconded by Councilor Reger

RE-AUTHORIZE A REQUEST FOR QUALIFICATIONS FOR COMPLETION OF ENGINEERING SERVICES RELATED TO THE TOWN OF CAZENOVIA WATER POLLUTION CONTROL FACILITY (ASSET EVALUATION)

WHEREAS, the Town of Cazenovia Town Board had been advised by the Operator of the Town’s Water Pollution Control Facility of the need to obtain an asset evaluation from qualified individuals relative to the Town’s Water Pollution Control Facility located on Route 13 North, Cazenovia, New York; and

WHEREAS, such services are professional in nature such that they are exempt from public bidding requirements as set forth in General Municipal Law Section 103; and

WHEREAS, the Water Pollution Control Facility Operator has prepared for the Town Board's review and consideration a written Request for Qualifications ("RFQ") document for distribution to professionals with experience in such services; and

WHEREAS, the Town Board previously authorized the asset evaluation on October 4, 2021 with a return date of November 5, 2021 and time elapsed for the distribution of the RFQ that did not allow sufficient time for the applicants return date; and

WHEREAS, the performance of a Wastewater Treatment Plant Asset Evaluation is a Type II action for purposes of the State Environmental Quality Review Act (SEQRA), such that there would be no potential negative environmental impacts from such action.

NOW, THEREFORE, BE IT

RESOLVED that the Town of Cazenovia Town Board does hereby re-authorizes the Town to solicit for qualifications from competent engineering firms, consistent with the attached Request for Qualifications document ("Town of Cazenovia WWTP Asset Evaluation") with a return date of March 16, 2022, subject to final review of the Town's Water Pollution Control Facility Operator and the Town's legal counsel.

**TOWN OF CAZENOVIA
WWTP ASSET
EVALUATION**

Request for Qualifications

1. INTRODUCTION

The Town of Cazenovia (Owner) is requesting qualification proposals (RFQ) for completion of Engineering Services for the **Town of Cazenovia WWTP Asset Evaluation**. The Town of Cazenovia WWTP is a 0.95 mgd oxidation ditch wastewater process plant that has been operational since the late 1970's. The WWTP discharges to the Chittenango Creek. Treated and dewatered solids are trucked to the Madison County Landfill for disposal. The WWTP has had several upgrades completed since start up including new aerobic digestion and belt filter press for solids treatment, influent screening, oxidation ditch brushes, chlorination/dechlorination, electrical distribution and standby power generation.

The Town of Cazenovia has seen moderate growth since initial WWTP start up including most recently a local microbrew beer facility, Distillery, and Hotel. The plant also receives seasonal, wet-weather induced, peak influent flows five times the design flow. Much of the plant infrastructure is up to 45 years old and is need of upgrade or replacement.

The Owner intends to have an asset evaluation completed of the existing equipment and related infrastructure. This will include evaluation of alternatives and development of recommendations to complete repair or replacement of existing equipment, building infrastructure and related assets.

An Engineering Report will be prepared to document the asset evaluation and development of replacement/upgrade recommendations. The Engineering Report will also include a review of existing wastewater flow and loading data and the development of an updated Basis of Design for treatment of future wastewater flows and loads. Evaluations and recommendations will be developed based on the new Basis of Design criteria.

- An electronic copy of your proposal is due at (Wednesday, March 16, 2022 @ 12:00 p.m.)
- Attention: Connie Sunderman: Town of Cazenovia Clerk
- Proposals shall be emailed to : connie.sunderman@townofcazenovia.org

The Owners staff will be available during normal business hours to meet with individual firms to discuss the proposed project and answer questions. Proposals will be evaluated by Owners staff and interviews may be conducted.

2. PROPOSED PROJECT SCHEDULE

1. Selection of Engineering Firm _____
2. Prepare Preliminary Engineering Report _____ - _____
3. Submit Draft Engineering Report to Owner _____
4. Submit Final Report to NYSDEC/NYSEFC _____
5. Respond to NYSDEC/NYSEFC comments within 30 days of receipt of comments

3. SCOPE OF WORK

The following will serve to outline the OWNER'S objectives as they relate to preparing the asset evaluation for the purpose of future capital planning of improvements at the WWTP. The CONSULTANT shall perform all services, as described herein as required for NYSDEC approval.

The "Scope of Work" items compiled are at a minimum and are only the items that were evident to the OWNER. The CONSULTANT is to use the listed work items as a guide in response to this Request.

The following is a listing of tasks that are anticipated:

1. Project kick-off meeting and development of detailed project workplan and schedule.
2. Data gathering, review and summary of wastewater flow and loading data, existing drawings, reports and related documentation.

3. Development of future flows and load projections. Assist the Town of Cazenovia in developing projections of future residential, commercial, and industrial wastewater flows and characteristics within the Sewer District. This task should also include contact with NYSDEC to obtain potential changes to the current New York State SPDES effluent permit conditions due to pending water quality regulation changes and potential increased future effluent wastewater discharges.
4. Inventory and general condition assessment of major equipment assets for each of the unit processes at the WWTP:
 - a. Influent screening and headworks
 - b. Grit removal (currently out of service)
 - c. Oxidation ditches
 - d. Final settling tanks
 - e. Chlorination/dechlorination
 - f. Chemical Feed systems
 - g. Aerobic digesters
 - h. Belt filter press
 - i. Electrical Power Distribution
 - j. Standby Power Generation
 - k. PLC's
 - l. Instrumentation equipment
5. Complete structural condition assessment for each of the process tanks, administration, and process buildings.
6. Complete architectural, heating and ventilating and light assessment for the process tanks, administration building and process buildings.
7. Complete condition assessment of the site property/grounds.
8. Complete life cycle cost evaluations for upgrade/replacement alternatives for the following:
 - a. Influent screening and headworks (new versus rehabilitation)
 - b. Oxidation ditches/aeration
 - c. Final settling tanks (new tanks to replace existing tanks versus rehabilitation and expansion of existing tanks)
 - d. Effluent disinfection (chlorination/dechlorination versus UV disinfection)
 - e. Other process improvement alternatives which are identified
9. From information obtained from Tasks 4 through 8, develop a prioritized list of recommended improvements based upon the asset conditions, wastewater treatment needs and life cycle costs.
10. Prepare Engineering Report detailing the asset evaluation condition assessments, evaluation of alternatives, prioritized recommended improvements. Report to include figures of recommended improvements, detailed total project costs/estimates, and recommended project schedule. Revise draft report incorporating Owner comments.

11. Submit Final Report to NYSDEC/NYSEFC for review and approval. Respond to regulatory comments and revise the Engineering Report as required for regulatory approval.
12. Provide assistance/consultation related to preparation of applications for grant and financial aid funding.
13. Attend meetings as necessary with Owner, State, and Federal agencies.

4. GENERAL REQUIREMENTS

1. All work shall be done in accordance with all local, state, and federal codes and/or permits applicable to the project.
2. Consultant shall assign a Project Manager to represent the Owner in all matters relating to this project.

5. CONTRACT COMPENSATION

It is the intent of this RFQ to procure engineering services for this project. Do not include compensation with this request. The method and amount of compensation shall be negotiated after a firm has been selected. This proposal does not obligate the Owner to award a contract. All proposals are submitted at the sole cost of the engineering firm submitting same.

6. INFORMATION TO BE INCLUDED IN PROPOSAL

1. Project Understanding/Approach
 - a. Understanding of the Project - The consultant shall state, in a clear and concise manner, its interpretation and understanding of the project. The description must fully and clearly demonstrate that the consultant has a complete understanding of the project.
 - b. Project Approach - The consultant shall submit a task-by-task description of its project approach to complete the Scope of Services described herein. The services requested may not be inclusive of all functions necessary for successful completion of the project. On the basis of experience and expertise, the consultant shall include functions deemed necessary to achieve this goal.
 - c. Schedule - The consultant shall submit a proposed outline of the project schedule in consideration of timeliness and cost effectiveness as well as the need for regulatory action and timelines for potential low-cost financing and grant opportunities which may be identified.

2. Firm Information and Proposed Project Management

- a. Identify your companies proposed management and engineering staff for the project. Provide an organizational chart identifying all key staff members and show how each interacts with other staff members assigned to this project. For each key staff member include a detailed resume which summarizes:
- b. Qualifications and Experience of Key Staff - The consultant shall designate a project manager responsible for oversight of the project and the specific key staff members that will be assigned to the project and shall provide a detailed resume for each member. The consultant shall describe the proposed project team in both narrative and organizational chart form. The consultant shall provide the experience of the specific proposed management team on projects of similar size, type, and complexity. Consultant shall indicate what techniques it will use to ensure that both the budget and schedule are maintained.
- c. Education including name of institution, field of study, degree(s) earned, and year(s) received.
- d. Professional registration(s) and/or professional societal membership(s).
- e. List dates when these personnel will be available.
- f. List evidence of your ability to provide an adequate replacement for each of the above personnel should that become necessary.
- g. Provide assurance that equal employment opportunity laws will be strictly enforced.

3. Experience

Related Experience - Brief description of projects similar to the work proposed including work completed at the Cazenovia WWTP and designated projects completed by the proposed team members.

Evidence of Firm's Experience, Qualifications and Present Capacity - Consultant shall provide evidence of design and construction experience with projects of similar size and complexity. The Consultant shall demonstrate experience with completion of WWTP asset evaluations and development of prioritized improvements. Consultant should demonstrate that the experience and capabilities of the firm's professional staff is sufficient to provide the requested services. The consultant shall identify, with references, a minimum of three (3) projects the firm has completed or is completing of similar size and complexity. List the names and telephone numbers of clients on your reference projects that may be used to ascertain the nature and relationship your firm maintains with its clients in regard to responsiveness, availability of staff, problem solving, clarity of reports and presentations, follow-up, and thoroughness.

7. REJECTION OF PROPOSALS

The Owner may consider informal any Proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities in or reject any and all Proposals. The Owner reserves the right to amend, modify, or withdraw this Proposal.

8. SELECTION CRITERIA

1. Project Understanding / Approach
 - a. Anticipated scope of engineering
 - b. Anticipated scope of construction
 - c. Anticipated schedule
 - d. Issues of concern
 - e. Options to consider
 - f. Meeting timeline
2. Firm Information and Proposed Project Management
 - a. Principal in Charge
 - b. Project Manager
 - c. Project Engineer
3. Experience

Experience related to the Cazenovia WWTP and similar projects, with an emphasis on successful WWTP asset management projects, demonstrated ability to complete the work on time, within budget, experience with the Owner and depth of in-house personnel and/or subcontractors.

- a. Technical Experience
- b. Creativity/Flexibility
- c. References
- d. Proposed Subcontractors

Roll call:

Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 22 adopted.

Deputy Race said this resolution will change the committee member from John LaGorga to Jim Cunningham.

Resolution No. 23 presented by Councilor Reger, seconded by Councilor Golub

CORRECTIVE RESOLUTION

**APPOINTMENT OF THE TOWN OF CAZENOVIA SEWER
ADVISORY COMMITTEE MEMBERS**

To correct the January 10, 2022 Town Board Resolution (Resolution No. 9) relative to the Sewer Advisory Committee.

The Town of Cazenovia Town Board Resolution adopted on January 10, 2022 (Resolution No. 9) shall hereby be amended to read in its entirety as follows

**APPOINTMENT OF THE TOWN OF CAZENOVIA
SEWER ADVISORY COMMITTEE MEMBERS**

WHEREAS, as a result of the transfer of ownership of the Madison County Sewer District treatment plant and corresponding sewerage system to the Town of Cazenovia in 2018, an intermunicipal agreement was executed between the Town of Cazenovia, Town of Cazenovia Consolidated Sanitary Sewer District, Village of Cazenovia, Town of Nelson and County of Madison, and

WHEREAS, pursuant to said intermunicipal agreement, the Town of Cazenovia Town Board is authorized to annually appoint five (5) members to a Sewer Advisory Committee; and

WHEREAS, the Town of Cazenovia, Town of Nelson and Village of Cazenovia must each be represented by at least one (1) member on the Committee who reside in each respective municipality; and

WHEREAS, the Committee is advisory in nature only and final decisions relative to the operation and management of the Town of Cazenovia Water Pollution Control Facility, sewer system and appurtenances thereto shall reside with the Town of Cazenovia Town Board; and

NOW, THEREFORE, BE IT RESOLVED that the following individuals are hereby appointed to the Town of Cazenovia Sewer Advisory Board for a one (1) year term commencing on January 10, 2022:

- William Zupan*
- Patrick Race*
- David Vredenburgh*
- James Cunningham*
- William Carr*

Roll call:
Deputy Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Deputy Race declared Resolution No. 23 adopted.

Deputy Race said the contractor that was awarded the bid had difficulty in achieving the insurance levels that are normally requested in a contract. Consultation with legal advice, it has been determined the limits they do have should be sufficient.

John Langey said this is a piece work installation for each meter. Therefore, the insurance that is being proposed is sufficient.

Resolution No. 24 presented by Councilor Reger, seconded by Councilor Johnson

AUTHORING ACCEPTANCE OF INSURANCE WITH REDUCED POLICY LIMITS FOR THE NEW WOODSTOCK WATER METER INSTALLATION PROJECT (Fonseca & Griffin Plumbing and Mechanical, LLC)

WHEREAS, previously the Town Board of the Town of Cazenovia awarded a contract for services for the installation of water meters associated with the New Woodstock Water District subject to the procurement of certain insurance; and

WHEREAS, the successful contractor (*Fonseca & Griffin Plumbing and Mechanical, LLC*) has requested a reduction to the policy limits for liability insurance as noted in the solicitation documents; and

WHEREAS, the submitted insurance limits proposed for acceptance would be set at \$1M per occurrence rather than \$3M per occurrence; and

WHEREAS, the proposed work is “piece work” on individual water meters within the NW Water District, such that the proposed procurement of insurance at a \$1M per occurrence and \$2m aggregate is sufficient to insure the risks associated with the project;

NOW THEREFORE, BE IT RESOLVED That the Town of Cazenovia Town Board hereby authorizes acceptance of the proposed insurance certificate offered by the successful contractor, *Fonseca & Griffin Plumbing and Mechanical, LLC*, with policy limits of \$1M per occurrence, \$2M aggregate.

Roll call:
Deputy Race **Yes**
Councilor Golub **Yes**
Councilor Reger **Yes**
Councilor Johnson **Yes**
Supervisor Zupan **Yes**

Deputy Race declared Resolution No. 24 adopted.

Resolution No. 25 presented by Councilor Reger, seconded by Councilor Johnson

AUTHORIZE THE SUPERVISOR TO EXECUTE AN AGREEMENT WITH MADISON COUNTY FOR 2022

WHEREAS, the majority of Towns in Madison County may request Highway related services from the County; and

WHEREAS, as a result of such request an Agreement was drafted for the interested towns by Madison County; and

WHEREAS, the Town of Cazenovia felt it would be advantageous to execute such Agreement as a safeguard for continuity of services to the residents; and

WHEREAS, a list of potential services is attached hereto; and

WHEREAS, this Agreement for Services between January 1, 2022 and December 31, 2022 has been reviewed by the Attorney for the Town and Madison County; and

NOW, THEREFORE, BE IT RESOLVED that the Town of Cazenovia Town Board hereby authorizes the Town Supervisor to execute and enter into the Agreement between the Town of Cazenovia and Madison County.

A G R E E M E N T

THIS AGREEMENT, by and between the COUNTY OF MADISON, a municipality of the State of New York, John M. Becker, Chairman, Madison County Board of Supervisors, with principal offices at 138 N. Court Street, Wampsville, NY 13163 (mailing: PO Box 635, Wampsville, NY 13163) hereinafter called the "County" and, the Town of Cazenovia, with principal offices at 7 Albany Street, Cazenovia, NY 13035, hereinafter called the "Town"(or "City");

W I T N E S S E T H

NOW, THEREFORE, the parties hereto do mutually agree as follows:

- 1) **TERM:** The term of this contract shall be from January 1, 2022 through December 31, 2022. This agreement will automatically renew on an annual basis unless terminated by either party. This contract may be terminated without cause by either party hereto at any time upon thirty (30) days written notice of the intention to so terminate. The County reserves the right to terminate this Agreement for cause at anytime.
- 2) **SCOPE OF SERVICES:** Services shall be provided as outlined in Schedule A attached hereto and made a part hereof. The Town (or City) shall report directly to F. Joseph Wisinski, or his/her designee.
- 3) **INDEPENDENT CONTRACTOR:** For the purposes of this contract, the Town (or City) shall be considered an independent contractor and hereby covenants and agrees to act in accordance with that status, and the Town (or City), the employees and agents of the Town (or City) shall neither hold themselves out as, nor claim to be, officers or employees of the County of Madison, and shall make no claim for, nor shall be entitled to, workers' compensation coverage, medical and unemployment benefits, social security or retirement membership benefits from the County.

- 4) **HOLD HARMLESS:** Regarding the operations and responsibilities concerning this Agreement, the Town of Cazenovia further covenants and agrees to indemnify, defend and hold harmless the County of Madison, its officers, agents and employees from and against any and all loss or expense that may arise by reason of liability for damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence or wrongful act on the part of the Town of Cazenovia, its employees or agents in connection with this Agreement.

Regarding the operations and responsibilities concerning this Agreement, the County of Madison further covenants and agrees to indemnify, defend and hold harmless the Town of Cazenovia, its officers, agents and employees from and against any and all loss or expense that may arise by reason of liability for damage, injury or death, or for invasion of personal or property rights, of every name and nature, and whether casual or continuing trespass or nuisance, and any other claim for damages arising at law and equity alleged to have been caused or sustained in whole or in part by or because of any omission of duty, negligence or wrongful act on the part of the County, its employees or agents in connection with this Agreement.

- 5) **STATUTORY COMPLIANCE:** In acceptance of this Agreement, the Town (or City) covenants and agrees to comply in all respects with all Federal, State and County laws, rules, regulations and ordinances which pertain hereto and to the performance hereof, including but not limited to those regarding services for municipalities including but not limited to Workers' Compensation and Employers' Liability Insurance, hours of employment, wages and human rights.
- 6) **LICENSES AND PERMITS:** The Town (or City) hereby agrees that they will obtain at their own expense all licenses or permits for the work performed under this contract, if any are necessary, prior to the commencement of work.
- 7) **CONTRACT MODIFICATIONS:** This agreement represents the entire and integrated agreement between the County and the Town (or City) and supersedes all prior negotiations, representations or agreements either written or oral. This Agreement may be amended only by written instrument signed by both the County and the Town (or City).
- 8) **SEVERABILITY:** If any term or provision of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and every other term and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.
- 9) **CLAUSES REQUIRED BY LAW:** The parties hereto understand and agree that each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to have been inserted herein, and if through mistake or inadvertence such provision is not inserted, said clause shall be deemed to have been inserted and shall have the full force and effect of law.

- 10) LEGAL COMPLIANCE: The Town (or City) agrees to comply with all Federal, State, and local laws and regulations governing the provision of goods and services under this Contract, including the rules and regulations of the County.
- 11) EXECUTIVE ORDER 38: The Town (or City) acknowledges that if this is an agreement for which the Town (or City) will, in whole or in part, be compensated with New York State funds, in acceptance of this agreement the Contractor agrees to comply with New York State Executive Order Number 38, including all reporting obligations thereunder. Executive Order Number 38 can be found at the following website address: <http://executiveorder38.ny.gov/> and its implementing regulations at 19 NYCRR Part 144.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date and year hereinafter written.

COUNTY OF MADISON

DATED: _____

By: _____

John M. Becker
Chairman, Board of Supervisors

DATED: _____

By: _____

Supervisor, T/C _____

STATE OF NEW YORK)
COUNTY OF MADISON)

On the _____ day of _____, 20____, before me, the undersigned, personally appeared John M. Becker, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

Notary Public, State of New York
Appointed in _____ County
My Commission Expires:

Notary

Resolution No. 26 presented by Councilor Reger, seconded by Councilor Golub

**AUTHORIZING THE PROCUREMENT OF A 2022 MODEL YEAR
JOHN DEERE 6130M TRACTOR WITH
SPECIFIED DIAMOND MOWING SYSTEM**

WHEREAS, the Town of Cazenovia Highway Department has previously advised the Town Board of the Town of Cazenovia of its continuing need to repair, replace and update its fleet of heavy equipment; and

WHEREAS, previously the Town of Cazenovia Highway Department advised of its desire to acquire a 2022 John Deere 6130M Tractor with a Diamond Mowing System; and

WHEREAS, in 2014, the Town of Cazenovia authorized the use of piggybacking pursuant to GML §103 where the procedures of competitive bidding have been observed and the equipment to be procured has complied with the Town of Cazenovia’s Procurement Policy at Paragraph 7 therein; and

WHEREAS, the Town has investigated the possibility of the use of piggybacking for the procurement of the tractor and mowing equipment and has determined that such equipment is available for acquisition and purchase through the method of piggybacking through National Joint Purchasing Alliance (NJPA)/Sourcewell [Piggyback Bid Numbers 110719-JDC (PG 1P CG70) and 070821-DMM] from retailer Stephenson Equipment, Inc. for the combined total purchase price of Two Hundred Two Thousand Six Hundred Sixty-one and 21/100 Dollars (\$202,661.21), being more particularly described as a 2022 John Deere 6130M 4WD Cabbed Tractor with a 21’ Diamond Rear Cradle Boom Mower, 50” Heavy Duty Boom Flail Head, 75” Side Flail Attachment with Auto Shut-Off, 4 Function Proportional Joystick Controls, Transport Lock, Hydraulic Actuator and Rear Cradle; and

WHEREAS, such procurement constitutes a Type II action for purposes of State Environmental Quality Review and, as a result, no environmental impact is anticipated.

NOW, THEREFORE, BE IT RESOLVED by the Town Board that the Town of Cazenovia Town Supervisor is hereby authorized to purchase by order a 2022 John Deere 6130M 4WD Cabbed Tractor with a 21’ Diamond Rear Cradle Mowing System, at a total combined price not to exceed Two Hundred Two Thousand Six Hundred Sixty-one and 21/100 Dollars (\$202,661.21) from the National Joint Purchasing Alliance (NJPA)/Sourcewell Contract Vendor (Stephenson Equipment, Inc., Award #110719-JDC (PG 1P CG70) and 070821-DMM) through financing terms to be solicited and determined.

Roll call:	
Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 26 adopted.

Resolution No. 27 presented by Councilor Johnson, seconded by Councilor Reger

**ADOPT REVISIONS TO THE
TOWN OF CAZENOVIA EMPLOYEE MANUAL**

WHEREAS, the Town of Cazenovia Town Board recognizes the observance of Juneteenth which is a federal holiday; and

WHEREAS, to be sensitive to other religious holidays which may be observed by employees of the Town of Cazenovia Town Board has restructured the designated holidays to provide two floating holidays; and

WHEREAS, additionally, the Town Board has determined to make part-time and full-time employees eligible for all thirteen designated holidays; and

WHEREAS, the following changes will be made to the *Town of Cazenovia Employee Manual* reflect these modifications

Page 29 – Section 7.1 Holidays

Designated Holidays – The Town of Cazenovia establishes holidays at the annual meeting in January each year. Holidays normally observed by those employed by the Town of Cazenovia include the following:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Juneteenth
6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. Christmas Day

Each employee is entitled to an additional two days to be used as floating holidays. Floating holidays may be used at the discretion of the employee subject to the scheduling requirements set forth in Paid Time Off policy 7.2.1.

Eligibility – ~~A Part-time and full-time FLSA exempt and non-exempt employees is are eligible for holiday pay at the employee's regular rate of pay. A part-time FLSA exempt employee is entitled to observe holidays which fall upon a normally scheduled work day. For example, if a part-time FLSA exempt employee normally works Monday and a holiday is scheduled for a Monday, that employee will be paid their normal salary although they do not work on the scheduled holiday. A part-time FLSA non-exempt employee is eligible for holiday pay for six (6) of the above-referenced holidays (that are non-working days) as determined by the Town Board. A part-time FLSA non-exempt employee is required to provide to their Department Head the six (6) selected holidays no later than the third week of January.~~ A temporary or seasonal employee is not eligible for holiday pay.

WHEREAS, on August 9, 2021 the Town of Cazenovia Town Board adopted Resolution #96 which authorized New York State Disability Benefit Insurance to full-time and part-time Town of Cazenovia employees; and

WHEREAS, the following changes will be made to the *Town of Cazenovia Employee Manual* to reflect this modification:

Page 32 – Section 7.7 Short-term Disability Benefits

Eligibility – All **part-time** and full-time employees are provided with short-term disability coverage in accordance with this policy. Temporary or seasonal employees are not eligible for paid short-term disability coverage. This benefit is to supplement loss of time from work due to a qualified non-job related illness or injury.

Premium Payment – The Town will deduct the current New York State maximum amount for each two-week period for disability coverage for each **eligible Highway Department part-time and full-time** employee.

WHEREAS, the Anti-Racism Coalition Policy was adopted at the January 11, 2021 Town Board meeting; and

WHEREAS, the Pandemic Operations Plan Policy was adopted at the March 8, 2021 Town Board meeting; and

WHEREAS, the following changes will be made to the *Town of Cazenovia Employee Manual* to reflect these new policies:

TABLE OF CONTENTS

SECTION IX: COMPLIANCE POLICIES

- 9.1 Equal Employment Opportunity
- 9.2 Fair Treatment
- 9.3 Policy Against Discrimination and Harassment
- 9.4 Sexual Harassment Prevention Policy
- 9.5 Drug-Free Workplace
- 9.6 Controlled Substance and Alcohol Testing
- 9.7 Smoking
- 9.8 Anti-Racism Coalition Policy**

SECTION X: SAFETY

- 10.1 Workplace Safety
- 10.2 Hazard Communication Program
- 10.3 Bloodborne Pathogens: Exposure Control Plan
- 10.4 Pandemic Operations Plan Policy**

NOW, THEREFORE, BE IT RESOLVED that the aforementioned updates be incorporated into the Town of Cazenovia Employee Manual.

Further, it should be understood Rathbun and Ridge Roads cannot be closed to local traffic and no paint products can be applied to the roads.

Roll call:

Deputy Race	Yes
Councilor Golub	Yes
Councilor Reger	Yes
Councilor Johnson	Yes
Supervisor Zupan	Yes

Deputy Race declared Resolution No. 29 adopted.

Resolution No. 30 presented by Councilor Reger, seconded by Councilor Johnson to approve the following 2021 budget transfers:

(Authority NYS Town Law section 112 “The town board, during a fiscal year, by resolution, may make additional appropriations or increase existing appropriations and shall provide for the financing thereof. Moneys therefor may be provided from the unexpended balance of an appropriation, from the appropriation for contingencies, from unappropriated unreserved fund balance or unanticipated revenues within a fund or by borrowing pursuant to the local finance law.”).

General Fund A

Increase Secretary to Supervisor PS (Administrative Assistant McMurtrie) to accommodate additional hours worked over anticipated in budget.

To: A 1220.1.042	\$77.00
From: A1990.1.000 Contingency Account	(77.00)

Increase Deputy Town Clerk PS (Deputy Town Clerk Wightman) to accommodate overtime hours paid out as compensatory time not anticipated in budget.

To: A 1430.1.012 Deputy Town Clerk PS	\$162.00
From: A 1990.1.000 Contingency Account	(162.00)

Increase Bookkeeper PS (Bookkeeper Merrill) to accommodate error made in Bi-Weekly PR #18, attempted correction in Bi-Weekly PR #19 did not solve issue of 5.5 hours over payment for salaried employee, overlooked until researching budget transfers prior to February 2022 meeting.

To: A 1430.1.037 Bookkeeper PS	\$155.10
From: A 1990.1.000 Contingency Account	(155.10)

Increase estimated revenue to recognize aid received from American Rescue Plan Act. Appropriate budget for new sub-accounts to accommodate Salt Shed Britespan Endwall. (Budget Modification)

To: A 4089.000 Federal Aid, Other (revenue)	\$13,474.90
To: A 5190.2.001 Stockpile EQ ARPA Project	13,474.90

Increase budget to accommodate parts for mower, portable restroom rental, trash removal services for benefit of park patrons.

To: A 7110.4.000 Parks CE	\$16.00
From: A 1990.1.000 Contingency Account	(16.00)

Increase budget to accommodate additional labor hours required for grave digging above adjusted budget.

To: A 8810.1.000 Cemeteries PS	\$14.00
From: A 1990.1.000 Contingency Account	(14.00)

Increase budget to accommodate portion of medical insurance (Town’s portion) allocated to General Fund A.
To: A 9060.8.000 Medical Insurance (Town Portion) \$2,045.00
From: A 1990.1.000 Contingency Account (2,045.00)

General Fund B

Increase budget to accommodate portion of medical insurance (Town’s portion) allocated to General Fund B.
To: B 9060.8.000 Medical Insurance (Town Portion) \$45.00
From: B 1990.1.000 Contingency Account (45.00)

Mt. Pleasant Water SW2

To transfer budget from Transmission/Distribution PS to Transmission/Distribution CE to accommodate unanticipated expenses related to Mainguard blowoff hydrant December purchase.

To: SW2 8340.41.000 Transmission/Distribution CE 855.00
From: SW2 8340.1.000 Transmission/Distribution PS (855.00)

Roll call:

Deputy Race Yes
Councilor Golub Yes
Councilor Reger Yes
Councilor Johnson Yes
Supervisor Zupan Yes

Deputy Race declared Resolution No. 30 adopted.

Attorney's Report: *John Langey, Esq. had nothing additional to report.*

Supervisor's Report: *Supervisor Zupan said he has been dealing with insurance for the New Woodstock water meter project. Additionally, he has been working with Ecologic on the 303(d) designation from DEC for Cazenovia Lake and trying to get the Lake off the list. He said that will be a problem if the Lake stays on the list. They are trying to send the DEC enough information to substantiate being removed from this designation. The DEC has granted a number of lakes extensions to get information into them.*

Councilor Race (Highway Department, South Cemetery, Water Pollution Control Facility & Water Districts): *Reported the highway department is moving along fairly well. There are a couple of equipment items that will be coming up as part of the equipment program. He said this is a winter where frost has driven deep and there have been a lot of water main breaks in the world. So far, the Town of Cazenovia has dodged any breaks.*

Councilor Golub {Cazenovia Lake Association, Cazenovia Lake Watershed Council, Solar & Future of the Town Office (Gothic Cottage), Anti-Racism Coalition}: *Reported the Cazenovia Lake Association is trying to figure out if they want to or don’t want to oppose the turf project at the high school. If the project does get approved, the CLA wants to be involved in any engineering for mitigation of runoff, etc. He said he does not have anything to report on the anti-racism coalition, but was told there would be some recommendations, next month.*

Councilor Reger (Planning & Zoning, CACC, Comprehensive Plan, Shared Services & New York State Police): *Reported he has been assisting Councilor Johnson with the transition of duties from his previous areas of oversight. He thanked John Langey, Esq. for all of his guidance with planning and zoning and expressed the Town was lucky to have him. He mentioned he is starting to do some research for the Comprehensive Plan and they are putting a team together that will work on that in the upcoming months.*

Councilor Johnson {CACDA, Senior Recreation & Joint Youth Recreation, Parks, New Woodstock Fire Department, Solar & Future of the Town Office (Gothic Cottage)}: *Reported she appreciated the hand-holding Councilor Reger is providing as she starts in her areas of oversight. She said she has already met with some of the organizations.*

Deputy Race asked if any member of the public cared to use the second comment period to speak to the board regarding any area of Town Board oversight.

Public comment #2:

Gerald Mehlbaum of 2103 Ballina Road commended the Town Board, as well as the Planning Board and Zoning Board members for the solar moratorium, as well as the solar sub-committee for putting together a very nice draft of the law and guidelines. He piggybacked on D. Eilers comment about publicizing and making sure the public has time to appreciate what is in the law. He suggested a summary of the law for the website and comments be posted on the website as they come in. He thought there should be at least one public hearing if not two. He said once the law is adopted, it will set a new benchmark. It is important that the Town Board can insure with the review boards that they will start with the very first project new precedents because they will have a new set of tools to work with. He encouraged proactive enforcement of the new law. It will be helpful to the whole community to be proactively enforced.

John Langey, Esq. said there were planning and zoning board members on the committee and they are very tuned into the new law.

Al Brandolini said this is his first experience seeing government at this level. He spent his whole career in Washington. He said he could not be more impressed with the work and devotion that went into this. He is glad legal counsel is very capable and thanked everyone for their work.

The Town Clerk presented the monthly bills list.

The Town Board's method-of-choice for review of the monthly bills:

The Town Board's first review takes place when detailed lists of the monthly bills are emailed to them on the weekend preceding the meeting. As a second review, the Town Clerk reads aloud the monthly bills list as the Town Board followed along with hard copies. The invoices are present at the meeting and the Town Board visually inspects them and discusses them at their discretion.

Motion by Councilor Reger, seconded by Councilor Golub to approve payment of the bills. The motion was unanimously approved.

Motion by Councilor Reger, seconded by Councilor Johnson to adjourn this meeting. The motion was unanimously approved.

At 9:00 p.m., Deputy Race declared this meeting adjourned.

Signed: *Connie J. Sunderman*
 Connie J. Sunderman, Town Clerk