

Constantia Town Court
14 Frederick Street
Constantia, NY 13044

Mark D. Simpson
Town Justice

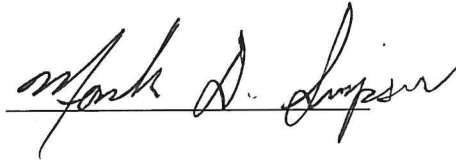
Phone: (315) 243-2600
Fax: (315) 623-9623

November 4, 2025

TO: Office of the State Comptroller
Justice Court Fund
P.O. Box 22110
Albany, NY 12201-2110

This is to certify that my report for the month of October 2025 transmitted electronically to you on Tuesday, November 4, 2025 is a true and complete record of the activity of the court for the period. A check for the amount of \$1350.00 was sent to the Chief Fiscal Officer of The Town of Constantia on Tuesday, November 4, 2025.

Justice:



Justice Name: Mark D. Simpson

Justice ID #: 3531980316S

Date: November 4, 2025

| Account# | Account Description | Fee Description | Qty | Local Share |
|----------|-------------------------|---------------------------|-----|-------------|
| A1255 | Conservation | Conservation | 10 | 44.61 |
| | Marriage License | Marriage License | 3 | 52.50 |
| | Sub-Total: | | | \$97.11 |
| A1603 | Registrar Fees | Certified Copy - Death | 14 | 210.00 |
| | | Certified Copy - Marriage | 1 | 15.00 |
| | Sub-Total: | | | \$225.00 |
| A2544 | Dog Licensing | Female, Spayed | 15 | 90.00 |
| | | Female, Unspayed | 4 | 48.00 |
| | | Male, Neutered | 20 | 120.00 |
| | | Male, Unneutered | 1 | 12.00 |
| | Sub-Total: | | | \$270.00 |
| A2590 | Code Enforcement Office | Building Permit | 13 | 3,167.05 |
| | | Building Permit - Renewal | 3 | 225.00 |
| | | Demolition Permit | 1 | 75.00 |
| | | Hv Permit | 2 | 100.00 |
| | | Septic Permit | 1 | 75.00 |
| | | Subdivision Application | 1 | 50.00 |
| | | Variance | 1 | 75.00 |
| | | Sub-Total: | | |

| | |
|-------------------------------------|-------------------|
| Total Local Shares Remitted: | \$4,359.16 |
|-------------------------------------|-------------------|

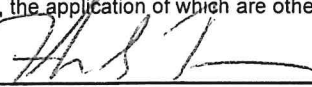
| | |
|---|----------|
| Amount paid to: NYS Ag. & Markets for spay/neuter program | 50.00 |
| Amount paid to: NYS Environmental Conservation | 1,808.39 |
| Amount paid to: State Health Dept. for Marriage Licenses | 67.50 |

| | |
|--|-------------------|
| Total State, County & Local Revenues: | \$6,285.05 |
|--|-------------------|

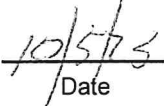
| | |
|----------------------------------|-------------------|
| Total Non-Local Revenues: | \$1,925.89 |
|----------------------------------|-------------------|

To the Supervisor:

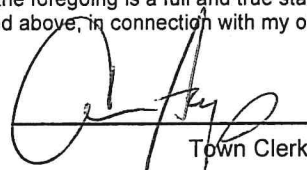
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Clare Haynes, Town Clerk, Town of Constantia during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.



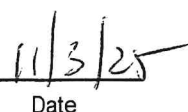
Supervisor



Date



Town Clerk



Date

Town of Constantia
Town Clerk
9/1/2025

| | | <u>Deposit</u> | <u>Running Balance</u> |
|-----------------------|--|----------------|--------------------------|
| | | | \$20.00 Adv on Bank Fees |
| 10/1/2025 | Deposit | \$738.00 x | \$758.00 |
| 10/1/2025 | Credit Card Deposit | \$62.00 x | \$820.00 |
| 10/2/2025 | Deposit | \$338.80 x | \$1,158.80 |
| 10/6/2025 | Deposit | \$7.00 x | \$1,165.80 |
| 10/7/2025 | Deposit | \$30.00 x | \$1,195.80 |
| 10/8/2025 | Deposit | \$63.00 x | \$1,258.80 |
| 10/9/2025 | Deposit | \$67.00 x | \$1,325.80 |
| 10/14/2025 | Deposit | \$482.00 x | \$1,807.80 |
| 10/14/2025 | Credit Card Deposit | \$302.00 x | \$2,109.80 |
| 10/15/2025 | Deposit | \$765.40 x | \$2,875.20 |
| 10/16/2025 | Deposit | \$602.00 x | \$3,477.20 |
| 10/20/2025 | Deposit | \$54.00 x | \$3,531.20 |
| 10/21/2025 | Credit Card Deposit | \$40.00 x | \$3,571.20 |
| 10/22/2025 | Deposit | \$146.00 x | \$3,717.20 |
| 10/23/2025 | Deposit | \$235.00 x | \$3,952.20 |
| 10/27/2025 | Deposit | \$96.00 x | \$4,048.20 |
| 10/28/2025 | Deposit | \$90.00 x | \$4,138.20 |
| 10/28/2025 | Credit Card Deposit | \$15.00 x | \$4,153.20 |
| 10/29/2025 | Deposit | \$2,062.85 x | \$6,216.05 |
| 10/29/2025 | Credit Card Deposit | \$50.00 x | \$6,266.05 |
| 10/30/2025 | Deposit | \$39.00 x | \$6,305.05 |
| | | | \$6,305.05 |
| TOTAL DEPOSITS | | \$6,285.05 | |
| CHECKS | | | |
| 11/5/2025 | 1885 NYS Ag & Markets for Spay/Neuter | \$50.00 | \$6,255.05 |
| 11/5/2025 | 1886 NYS Environmental Conservation State Comptroller - Games of Chance | \$1,808.39 | \$4,446.66 |
| 11/5/2025 | 1887 State Health Department - Marriage | \$67.50 | \$4,379.16 |
| 11/5/2025 | 1888 Constantia Town Supervisor | \$4,359.16 | \$20.00 Adv on Bank Fees |
| Total Checks | | \$6,285.05 | |

Town of Constantia Zoning Board

Meeting Minutes – September 23, 2025

Call to Order

Ms. Retajczyk opened the meeting at 6:03 with the Pledge of Allegiance.

Attendees

Voting members in attendance included:

- Sandra Retajczyk
- Sandra Touri-Bell
- Dave Antos
- Martin Godzwon
- John Mura
- Randall West
- Brien Connolly
- Brenda Mosher (Secretary)

Guests in attendance included: Ron Chapman, Town Board; Frank Tomaino, Town Supervisor; Matt Johnson

Members not in attendance included: Chair James Peck, Joseph Markham, Terri John

Approval of Minutes

A motion to approve the minutes of the previous Sept 9, 2025 meeting was made by Mr. Mura and seconded by Mr. West. Motion passed unanimously.

Zoning District Dimensional Standards

Sample handout presented by Mr. Johnson of Tug Hill Commission with zoning district dimensional standards of similar sized towns/villages that we may adopt if Board feels they are amenable. Some standards and restrictions are eased a bit with the possibility of lowering the current setback requirements. DEC Wetlands Act would supercede any Town setback requirement but Town will still have their own requirements. Recommendations made by Mr. Johnson are in gray on the sample handout.

Board discussed the merits of Mr. Johnson's handout pertaining to setbacks, road frontage, dimensions, sewer, water, speed limits. Utility easements are not covered in Zoning, they are covered elsewhere. All points to take into consideration while still maintaining aesthetics and small town feel in community.

Mr. Johnson to create a new version of setbacks with information to get this dialed in for possible adoption.

Adjournment

Mr. Godzwon moved that the meeting be adjourned, seconded by Mr. Rumble. Members voted unanimously to adjourn at 6:52 pm

Brenda Mosher

Brenda Mosher
Secretary

Date of Approval

Town of Constantia Zoning Board

Meeting Minutes – October 28, 2025

Call to Order

Chair Peck opened the meeting at 6:01 PM with the Pledge of Allegiance.

Attendees

Voting members in attendance included:

- Chair James Peck
- Sandra Retajczyk
- Sandra Touri-Bell
- Brien Connelly
- Dave Antos
- Martin Godzwon
- John Mura
- Randall West
- Terri John
- Brenda Mosher (Secretary)

Members not in attendance included: Joseph Markham, Jeff Rumble

Guests in attendance included: Ron Chapman, Town Board; Matt Johnson, Tug Hill Commission

Approval of Minutes

A motion to approve the minutes of the previous September meeting was made by Mr. Mura and seconded by Ms. Retajczyk. Motion passed unanimously.

Zoning District Dimensional standards, setbacks, and easements

Continued discussion on Zoning Districts, standards, setbacks, and easements. Mr. Johnson presented to the Board examples of similar size towns and their dimensional requirements in Residential zones. Suggestions made for dimensional requirements keeping in mind that the comparable towns have public sewer and water. Chair Peck would like to see the Board set up similar requirements as they have been already vetted. Mr. Johnson's office researched areas analyzing existing residential areas, road frontage, width of road frontage, setback of buildings, potential dimensional standards, lot size, and side setbacks. Also discussed by the Board using edge of pavement as a guide for setbacks, existing setback- the lesser of the adjacent setback previously established or 20 feet from the edge of the road pavement when there is no established setback on either side, as well as speed limits. Mr. Godzwon offered that he had been researching by driving around and assessing different Towns/Villages average home setbacks and they are on average 20' from the edge of pavement. After the Board thoroughly discussed the merits of Mr. Johnson's suggestions and they appear to be consistent with other Towns and Villages in the area. Some changes were discussed to be incorporated in an updated table.

Vote: Mr. Peck proposed adopting the discussed table with changes, presentation to be voted on in finished form next meeting Wednesday, November 12th. This meeting is in addition to the regularly

scheduled meeting of the 4th Tuesday and public notices will be posted. Board voted unanimously to move this forward.

Zoning Districts Matrix

The completed work by the Board are now the map zones, purpose statement, and the dimensional matrix. Remaining work to be done includes establishing how the matrix works with the 4 zones. Any setbacks or requirements in all 4 zones would be affected by DEC guidelines, which would supercede any requirements established by this Board. Ms. Touri-Bell noted that in addition to the DEC, any requirements by the Army Corps of Engineers would have to be adhered to. Zoning Matrix table to be primary task for next Xoning Commission session

Vote: Chair Peck proposed accepting the added language "A minimum setback placed on all four zones is per DEC or Army Corps of Engineers requirements", Board voted unanimously to accept proposed language.

Adjournment

Chair Peck moved that the meeting be adjourned at 7:00 PM, Members voted unanimously.

Brenda Mosher

Brenda Mosher
Secretary
Town of Constantia Planning Board, Zoning
Board, and Appeals Board

Date of Approval

COUNCILMAN: Chapman
Introduced the following and moved its adoption:

RESOLUTION TO ADOPT FINAL BUDGET FOR FISCAL YEAR 2026

WHEREAS the town of Constantia has completed its preliminary budget for the fiscal year of 2026; and

WHEREAS the town has properly advertised and made said preliminary budget available; and

WHEREAS the town has held a public hearing on the preliminary budget on November 6, 2025; and

WHEREAS the town has completed and filed its tax levy limit information with the New York State Comptroller; and

WHEREAS the town is in compliance with the applicable tax levy limit; and

WHEREAS the town board, having made any such necessary and permissible amendments to the preliminary budget subsequent to said public hearing;

THEREFORE be it declared that the town board of the town of Constantia does hereby adopt the same as the final budget for the fiscal year of 2026.

Seconded by Councilman:

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

| | |
|--------------------|-------|
| Frank Tomaino . | Voted |
| Michael Donegan | Voted |
| Ronald Chapman Jr. | Voted |
| Thomas Moran | Voted |
| Daniel Poné | Voted |

The forgoing resolution was thereupon declared duly adopted.

State of New York
County of Oswego
Town of Constantia

I hereby certify that I have compared the foregoing copy of the resolution with the original thereof now in my possession and that the same is a true and complete transcript thereof and of the whole thereof; and I further certify that said resolution was duly adopted at the regular monthly meeting held on the 18th day of November 2025.

IN WITNESS WHEREOF, I have hereunto set my hand the seal of the Town of Constantia, 18th day of November 2025.

_____,
Clare Haynes
Clerk of the Town of Constantia

Ken Macari

96 West Road
Constantia, N.Y. 13044
(315)-623-9546

November 12, 2025

Mr. Frank Tomino

I would like to inform you of my intent to end my tenure on the Constantia Town Board Of Appeals. The effective date will be January 1, 2026, unless you desire to start a replacement earlier.

It has been both an honor and a pleasure to serve these past 20 years, in addition to my time on the Town's Planning Board .I would like to thank the Town Board members for their support and encouragement. Additionally, I am indebted to the Tug Hill Commission, the many members of our board, Warren Bader, and the many town officials, who provided me guidance.

Going forward, we have a strong diverse board, all of whom are capable of assuming the position of Chairman.
Again, Thank you.

Sincerely

A handwritten signature in black ink, appearing to read "Ken Macari", written over the word "Sincerely".

Ken Macari; Chairman, Town Board of Appeals

Cc: Warren Bader, Town Attorney

Patrick Dolan, Ordinance Officer

RECEIVED

NOV 13 2025

TOWN OF CONSTANTIA
TOWN CLERK