

TOWN OF CONSTANTIA  
**MINUTES –TOWN BOARD MEETING– November 18, 2025**  
6:00 pm Constantia Town Hall

Present: Frank Tomaino - Supervisor  
Ronald Chapman, Thomas Moran, Daniel Poné, – Council Members  
Clare Haynes – Town Clerk  
Warren Bader – Town Attorney  
E. John Whitney – Deputy Highway Superintendent  
Erin Zehr – Park and Recreation Commission Chair  
James Peck – Zoning Commission Chair  
Christene Kieffer - Historian  
Dustin Clark – Barton & Loguidice  
Heidi Tompkins and Conor Moulton– Tug Hill Commission

Absent: Michael Donegan – Council Member

**CALL TO ORDER:**

At 6:00 pm Mr. Tomaino called the town board meeting to order with the pledge of allegiance. Mr. Tomaino wanted to welcome two Boy Scout members to the meeting tonight. Ethan McGowan Troop 157 and Alana McGowan from Troop 150A both are working on their Citizenship in the Community badge.

**PUBLIC COMMENT:**

The board members were asked what will be done with this building once 1667 State Route 49, the new town hall is finished, Mr. Tomaino responded that this building will be appraised and sold. Mr. Tomaino also has an update for the project; bids will be opened on December 9<sup>th</sup> hopefully the Town will be able to award the project shortly after.

**WASTEWATER:**

**CONSTANTIA NORTH SHORE SEWER PROJECT**

A. Constantia Sewer Project Progress:

- ✓ 2025 WQIP Grant Application submitted. Project will be ineligible until SOCRIS is funded
- ✓ NYSEFC has indicated that SOCRIS must have funding and be underway before Constantia’s project will be eligible for funding.
- Project Score on the NYSEFC 2026 Intended Use Plan (IUP) – 126 points.
- \$1.75M STAG Grant – **Procurement Flexibility Request sent 11/14**
  - **Approx. \$300k spent to-date appears to be eligible for reimbursement by the grant**
  - **Remainder of grant can go towards finishing out design**

Upcoming items:

- **Significant SOCRIS Funding Push ongoing**
- **Once Procurement Flexibility Request is approved, execute grant agreement with EPA.**
- **Income Survey to be mailed out next week. Door-to-door follow-up would start in late December.**

B. SOCRIS Progress:

- ✓ IMA approved
- ✓ Application to NYSEFC for IMG Grant submitted September 12th - \$30M Max. Project scored 121 points!
- ✓ County developing the Treatment Agreement with the City of Fulton
- ✓ Meetings with ESD, Governor’s office, Senator Ryan, Assemblyman Barclay, DEC and EFC. SOCRIS creates a significant opportunity for Economic Development in the region.

Upcoming items:

- **Continue progress on County / City of Fulton Treatment Agreement**
- **Ongoing project promotion**

C. TARGET FUNDING OPPORTUNITIES:

- NYSEFC Base WIIA:
  - Project is eligible for up to 25% of net project costs up to \$25M
  - Applications submitted September 12<sup>th</sup>
- NYSEFC Base Additional Subsidy:
  - Eligible communities<sup>1</sup> can receive up to 25% of net project costs up to an additional \$2M
- IIA Grant (formerly BIL):
  - Eligible projects can qualify for grant equal to 50% of project cost up to \$25M
- NYSDEC WQIP Grant:
  - Project is eligible for grant up to \$10M
  - Applications submitted July 31st
- Other Grant Opportunities:
  - USDA RD Grant
  - NBRC Grant
  - ESD Grant
  - CDBG Grant

- STAG/CPF Grant
- Micron

D. NEXT STEPS:

- **Close Grant Agreement with EPA, determine use of grant funds**
- **Perform New Income Survey**

The income survey is very important for the residents of the sewer district. All funding agencies need to see an updated income survey, if there is not an updated survey the funding agencies use the latest census. In the latest census the Towns median income was approximately \$68,000, in 2019 when the last income survey was done the median income was approximately \$40,000, a big difference the lower the number the more opportunity for hardship grants.

**PARK AND RECREATION:**

Tree lighting is set for December 6<sup>th</sup> at 6:30pm located at David C. Webb Park at Taft Bay. The Town will also be holding the Face Book lighting contest again this year. The new tractor has been purchased, thank you to the highway department for delivering.

**HIGHWAY:**

Mr. Whitney reported the following:

- Cancelled the plow equipment that was originally ordered through Viking, the equipment will now be purchased thru Henderson Equipment. The expected date for the delivery of this new order is March of 2026, the town employees will be outfitting the trucks. The reason for leaving Viking is that there has been no communication on when truck will be completed.
- Park water has been shut off and winterized. No issues since the repair, the thought is to wait to see how it works next summer.
- Heating system has been upgraded too; it seems to be working well. The project came in under budget.
- Flags and banners will be taken down shortly; Christmas decorations will be up for December 1<sup>st</sup>.
- Harmer Structural LLC, from Mallory donated a flagpole for the Mill Street project, and Mrs. Gilkey donated an American flag. Mr. Whitney hopes to have the flagpole up this week.

**TUG HILL COMMISSION:**

Ms. Thompkins gave her monthly report for the North Shore & Salmon Rivers Council of Governments report, please go to [www.norcog.org](http://www.norcog.org) for more information.

**HISTORIAN:**

Mrs. Kieffer read the minutes of the October 2<sup>nd</sup> budget meeting, in the minutes it was referenced Mrs. Kieffer wants to take care of Town records, which is the responsibility of the Town Clerk, RMO. Mrs. Kieffer is aware that she is not the Records Management Officer.

Fun news, on Saturday the 22<sup>nd</sup> there will be a presentation on the Bernhards Bay Glass Factory that was located at 676 State Route 49. This is the current home of the North Shore Tea and Coffee Company. Presentation of the new historical sign is at 1pm, and the dedication of the sign is at 2pm with a reception in the building following the presentation. All are welcome.

**ZONING:**

Mr. Peck, Chair of the Zoning Committee: read the following into the minutes:

Progress Report to Town Council 18 November 2025

The Zoning Commission was established by the Town Council to adapt the current Land Development Law (LDL) into a Zoning Law that reflects current needs. Members from the Planning Board were supplemented by two more members of the community, as advertised in the summer of 2023 and selected from letters of interest to reflect Constantia's demographic makeup. The first meeting of the all-volunteer Zoning Commission was in October 2023.

Careful examinations of comparable size community Zoning Laws were made, and early on we also invited Vern Sundet, former West Monroe Town Supervisor, to speak with us about their Zoning adoption process and lessons to be learned. That was very helpful.

Changes from the current Law will primarily affect only about 10% of the current LDL, involving designated Zoning Districts that are delineated by mapped areas and accompanying definitions. Mapped areas were selected by reviewing current use, population density data and other factors after intense negotiation within the Commission and guidance and resources made available by NYS Tug Hill Commission planning professional Matt Johnson.

The four Zoning Districts will be called Waterfront, Rural, Residential, and Commercial / Industrial.

Within each of these four districts, uses and conditions for Town level interaction (procedures and paperwork) are defined. The required forms are being developed using existing forms with an eye toward clarifying needed steps and reducing ambiguity for applicants. One area of positive change will be the reduction of setback and yard requirements to match some existing area uses.

Major steps still needed prior to adoption are finishing the matrix of permissions for each use type, reconciling the LDL language with the Zoning Law, incorporating new elements and holding a public hearing. The draft Zoning Law will then be reviewed by the Constantia Town Council and by Oswego County Planning before adoption by the Town Council as Law.

We had hoped to complete this work before the end of Calendar 2025 and have at times met twice a month. We recently concluded that the Town will be better served if we continue at a deliberate pace and deliver the Town the best finished product, we are capable of creating, probably in early 2026. Once adopted, the Zoning Commission will be dissolved and Zoning decisions made by Code Enforcement, the Planning Board and Board of Appeals in accordance with the Zoning Law.

Respectfully submitted, Jim Peck, Planning Board and Zoning Commission Chair

**VOUCHERS:**

Mr. Poné made the motion to accept the following vouchers as listed on Abstract #11 Dated November 18 2025:

- **General 384-431 \$79,821.46 Sewer 29 \$ 780.00**
- **Highway 186-205 \$73,093.99 Trust & Agency 11 \$23,187.00**

Seconded by Mr. Chapman

Carried: Ayes: Moran, Chapman, Poné, Tomaino

**SUPERVISOR:**

Mr. Moran made the motion to accept the October 30th supervisor's report as received, seconded by Mr. Chapman.

Carried: Ayes: Moran, Chapman, Poné, Tomaino

**MINUTES:**

Mr. Chapman made the motion to approve the minutes of the October 9<sup>th</sup> budget meeting, October 21<sup>st</sup> town board meeting and the October 23<sup>rd</sup> budget meeting, seconded by Mr. Poné.

Carried: Ayes: Moran, Chapman, Poné, Tomaino

**APPROVAL OF DEPARTMENT REPORTS:**

Mr. Chapman made a motion to accept the following reports as received:

Justice Simpson, Town Clerk

seconded by Mr. Poné.

Carried: Ayes: Moran, Chapman, Poné, Tomaino

**BOARD INITIATIVES AND COMMENTS:**

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: Tom

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	Yes
Michael Donegan	Voted	Absent
Ronald Chapman Jr.	Voted	Yes
Thomas Moran	Voted	Yes

