

**Town of Schroepel**  
**Town Board Meeting**  
**August 16<sup>th</sup> 2022**

**Present:** Town Attorney Kevin Caraccioli, Town Supervisor Cary Redhead, Town Board Members Zachary Gelling, Lewis Hoyt, Nicklaus Hoyt, JoAnn Nazarian and Town Clerk Darlene Owens.

At 6:01 p.m. Redhead called the meeting to order with the Pledge Allegiance.

**SEQR Motion:**

Gelling made a **Motion** that all actions taken tonight are excluded, exempt or Type II actions for the purpose of the State Environmental Quality Review Law unless otherwise stated, seconded by N. Hoyt. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

**Cary Redhead: Ainslee Water District BAN Rates**

Redhead said did everyone receive the rates for Ainslee Water District that is due September 2<sup>nd</sup> and is there any questions. Nazarian said she thought that if the locked in the rate would be better as the rates will be going up. N. Hoyt said it can be budgeted for also. Redhead said she would like to make the **Motion** to lock in for 5.50% for the next 5 years Gelling seconded the motion. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

**Prior Written Notice Law**

Redhead said you all received the Prior Written Notice Law the Town would adopt a local law which would allow for more defensible and unwarranted liability claim against the town. A claimant would put the Highway Superintendent on notice in writing of a defective and unsafe condition on a highway, bridge, street, crosswalk and then it would be filed with the town clerk within 5 days so if the claimant attempted to sue the town for injuries and state that they notified the town in writing of that location and condition of where the incident happened the town clerk would check the file and if no record of the incident the claimant is defensible and it provides extra protection for the town. Caraccioli said the insurance company suggest the town consider this local law and an extra layer of protection if filed in Albany.

**Town Website**

Redhead said our website was released and installed and is official live. Redhead said we will concentrate to continue with the updates for the departments, and adding the necessary items such as the calendar, minutes, upcoming events and other items, will be available soon.

**6:15 Public - Hearing Huntley Rd & County Route 57 Proposed Water District Opened**

Yerdon said they started this project in 2019 and the Town held an informal meeting in August of 2020 and that the residents that came were 100% positive that they needed the water. Yerdon said that the residents could get their well water tested if they liked at the Oswego County Department of Health. Yerdon did his presentation and went through the brochure handout. Yerdon said so after the public hearing the town will consider an order to form the district and schedule a vote. Yerdon said it would be 3 months they have to wait and that would put the vote in towards the end of this year if the town decides that. Yerdon said we will send out letters to everyone and that the town will put the vote date on the website. Yerdon said if the project was successful construction would start the fall of 2023 at the earliest. Yerdon said it is a 38 year payback. (Attached to Minutes)

Caraccioli said these rules are established through New York State and not a town rule. This is a Special District and if you own property inside your entitled to vote but if you own multiple properties in the district you only get one vote however if your husband and wife or a family member, Corporation or LLC, Trust that legal entity is entitled to one vote. Caraccioli said the vote is very simple once the establish a date it's a Special Election and typically it's a paper ballot or voting machine it's a majority rule so it's 50% plus one. Caraccioli said there is about 115 EDUs in the district. Caraccioli said you don't for instance 6 people to show up to vote if only 30 people show up to vote it's a majority plus 1. Caraccioli said it is based on the 2022 Assessment and if you are on the Assessment roll your entitled to vote if you just came into the district you need to bring in some proof a copy of your deed. At 7:06 Redhead closed the Public Hearing seconded by Nazarian. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

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7:07 Town Board Resumed

**Deputy Supervisor**

Redhead said Councilman Hoyt, as of tonight August 16, 2022 please consider yourself officially relieved of your duties as Deputy Supervisor. Redhead said thank you for standing in the position since you vocally resigned in June and I would thank you for taking on the position of Deputy Supervisor when I reached out to you. Redhead said after much consideration, at this time, I would like to appoint JoAnn Nazarian as Deputy Supervisor. I believe JoAnn has the ambition, energy, desire and the time to assist myself and the employees, residents and overall the town to help bring a vision future. Redhead said JoAnn would you accept the position as Deputy Supervisor? Nazarian said yes. Redhead made the **Motion** to appoint Nazarian seconded by N. Hoyt. All aye Gelling, L. Hoyt, N. Hoyt and Redhead. Abstain Nazarian

**JoAnn Nazarian: Public Hearings on Comprehensive Plan**

Nazarian said as part of the Comprehensive Plan moving forward and Clark has printed some of us and it is revised and updated. Nazarian said the next step is the Environment Review. Caraccioli said the Comprehensive Plan under NYS Town Law the Comprehensive Plan goes through an Environmental Review present to SEQR and it is determined to be a type I action and so project a is declared a type I action a lead agency must be established and the lead agency is the one that over sees the approval process. Caraccioli said this only involves one other agency in this case the County of Oswego and its Planning Department has the ability to comment and make recommendations that the town board can follow or reject as needed on our Comprehensive Plan. Caraccioli said the Resolution is saying that the Town Board will act as Lead Agency for the Environmental Review and they incorporated in the Resolution a Public Hearing that is required be held on September 20<sup>th</sup> at 6:15pm. Nazarian made the **Motion** for Redhead to review and sign the Full Environmental Assessment Form part 1 and project seconded by Gelling. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead. Nazarian said she would like to make the **Motion** declaring the Town of Schroepfel as Lead Agency for the Comprehensive Plan and establishing the Public Hearing on September 20<sup>th</sup> at 6:15 on the Comprehensive Plan seconded by L. Hoyt. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead. (Attached to minutes)

Nazarian asked Caraccioli if he was going to package up and e-mail the surrounding towns of the new Comprehensive Plans. Caraccioli said he will notify all the municipalities that touch the Town of Schroepfel and County Planning Department to start the 239 review process rolling and hopefully we will have the County's response by September 20<sup>th</sup>.

**Zachary Gelling: Easement County Route 59**

Gelling said in Industrial Park an owner is constructing a new building and needs new electrical service to the building the pole is on the opposite side of the road and they have to install an anchor. Gelling said the pole is on the Town of Schroepfel property so it needs to be approved by the board. Gelling said he spoke with the Highway Superintendent and it doesn't interfere with anything. Gelling made the **Motion** to authorize the Supervisor to sign the Grant of to install the utility pole services to connect Easement with Niagara Mohawk Corporation and Windstream for R&D Design Associates in Oswego County in the Industrial Park seconded Nazarian. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead. (Attached to minutes)

**Nicklaus Hoyt: 115 Hilltop Drive**

N. Hoyt said 115 Hilltop Drive he got a recommendation from Don Ryan regarding approving a mobile Home and looked in to codes the procedure for approval of individual mobile homes and it needs to run through the Town Board. N. Hoyt said after he received the packet he doesn't feel the application is complete at this time. N. Hoyt said he spoke to Ryan and that he said he was the one issuing the permit without the County giving the septic approval and it does need to run though the Town Board. N. Hoyt said he doesn't feel the Town Board issue the permit and he doesn't want to hold up the process. N. Hoyt made the **Motion** for the Town of Schroepfel Code Enforcement Officer to issue a permit for 115 Hilltop Drive Phoenix NY after following the Town's process for permit issuance per the application process seconded by Gelling. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

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At 7:43 Gelling made the **Motion** to go into Executive Session for # 6 the medical, financial credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation seconded by Nazarian. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

At 8:00 Redhead made the **Motion** to come out of executive session without one board member and no motion to be made seconded by Nazarian. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

At 8:02 Redhead made the **Motion** to adjourn the Town Board Meeting seconded by Nazarian. All aye Nazarian, Gelling, L. Hoyt, N. Hoyt and Redhead.

Respectfully submitted,

Darlene M. Owens  
Town Clerk