

**TOWN OF SULLIVAN  
TOWN BOARD ORGANZATIONAL MEETING  
JANUARY 5, 2022 AT 6:00 P.M.**

The Town Organizational Meeting of the Town Board of the Town of Sullivan was convened at 6:00 p.m. on January 5, 2022 by Supervisor John Becker.

The meeting was held at the Town Office Building located at 7507 Lakeport Road. The meeting was also streamed live via YouTube and the link and passcode for the public to join the meeting were posted on the Town's website.

Present were: Supervisor John Becker, Councilors Jeff Martin; John Brzuszkiewicz; David Montroy and Daniel Gibbons; Comptroller Beth Ellis; Receiver of Taxes Katy Vanderwerken; Attorney for the Town John Langey; Supervisor's Secretary Dawn Cottet; Deputy Comptroller Kelly Bassett; and Deputy Town Clerk Jill Doss.

Also present were: Bruce Burke of PAC99, Madison County Clerk Michael Keville, Fire Chief Dennis Simmons, Taylor Bottar of Barton & Loguidice; five Chittenango High School Participation in Government students, and two parents of students.

Pledge to the flag was led by Supervisor Becker.

**OATH OF OFFICE AND SWEARING IN OF TOWN COUNCILORS**

Madison County Clerk Michael Keville conducted the swearing in ceremony for newly elected Town Councilors David Montroy and Daniel Gibbons.

**ORGANIZATIONAL MEETING**

**THE FOLLOWING APPOINTMENTS, COMMITTEES, DESIGNATIONS, WAGES AND OTHER ORGANIZATIONAL MATTERS ARE HEREBY MADE AND DETERMINED:**

A motion was duly made by Supervisor Becker, seconded by Councilor Martin and unanimously passed by the Board DESIGNATING THE FIRST AND THIRD WEDNESDAYS OF EACH MONTH AS THE OFFICIAL DATES OF THE REGULAR MEETINGS OF THE TOWN BOARD; THE REGULAR MEETING ON THE FIRST WEDNESDAY OF THE MONTH AT 6:00 P.M. AND THE REGULAR MEETING ON THE THIRD WEDNESDAY OF THE MONTH AT 9:00 A.M. ALL MEETINGS TO BE HELD AT THE TOWN HALL OF THE TOWN OF SULLIVAN LOCATED AT 7507 LAKEPORT ROAD, CHITTENANGO NEW YORK, UNLESS OTHERWISE DETERMINED.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board DESIGNATING THAT THE TOWN OF SULLIVAN PLANNING BOARD MEETINGS WILL BE HELD ON THE FIRST TUESDAY OF EACH MONTH AT 7:00 P.M. AND THE TOWN OF SULLIVAN ZONING BOARD OF APPEALS MEETINGS WILL BE HELD ON THE SECOND THURSDAY OF EACH MONTH AT 7:00 P.M. ALL MEETINGS TO BE HELD AT THE TOWN HALL OF THE TOWN OF SULLIVAN LOCATED AT 7507 LAKEPORT ROAD, CHITTENANGO, NEW YORK, UNLESS OTHERWISE DETERMINED.

**NOTE: THE TOWN CLERK SHALL PROVIDE PUBLIC NOTICE OF THE REGULAR MEETING DATES AND TIMES, AND SPECIAL MEETINGS AS THEY OCCUR, BY POSTING ON THE TOWN'S OFFICIAL BULLETIN BOARD AND ON THE TOWN'S WEBSITE AND PROVIDING SAME TO THE OFFICIAL TOWN NEWSPAPERS IN ACCORDANCE WITH THE OPEN MEETINGS LAW OF THE STATE OF NEW YORK.**

A motion was duly made by Councilor Brzuszkiewicz, seconded by Councilor Martin and unanimously passed by the Board DESIGNATING THE ONEIDA DISPATCH and THE POST-STANDARD AS OFFICIAL NEWSPAPERS.

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin and unanimously passed by the Board DESIGNATING COMMUNITY BANK, N.A.; JPMORGAN CHASE BANK, N.A., M&T BANK AND SENECA FEDERAL SAVINGS BANK; AS OFFICIAL DEPOSITORIES OF ALL TOWN FUNDS.

A motion was duly made by Councilor Brzuszkiewicz, seconded by Councilor Gibbons and unanimously passed by the Board AUTHORIZING THE SUPERVISOR AND THE COMPTROLLER TO INVEST TOWN MONIES IN SAVINGS MONEY MARKET ACCOUNTS AND CERTIFICATES OF DEPOSIT IN AN OFFICIAL DEPOSITORY WITH PLEDGE SECURITIES REQUIRED FOR ANY INDIVIDUAL ACCOUNT OR CERTIFICATE OF DEPOSIT OVER \$100,000.00.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board AUTHORIZING THE RECEIVER OF TAXES ON JANUARY 15, 2022 TO PAY THE SUPERVISOR ANY MONIES AVAILABLE AT THAT TIME AND TO AUTHORIZE THE SUPERVISOR AND THE COMPTROLLER TO DEPOSIT THOSE MONIES IN SUCH SAVINGS MONEY MARKET ACCOUNTS AND CERTIFICATES OF DEPOSIT IN AN OFFICIAL DEPOSITORY AS THEY DEEM APPROPRIATE.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board AUTHORIZING THE PAYMENT TO THE FOLLOWING VENDORS, UPON THE VOUCHERS PREPARED BY THE COMPTROLLER AND WITHOUT FURTHER CERTIFICATION OF THE TOWN BOARD, IN ADDITION TO THE WITHIN RESOLUTION CONSTITUTING A BLANKET CERTIFICATION, TO WIT: VERIZON; NATIONAL GRID; ONONDAGA COUNTY WATER AUTHORITY (OCWA); SPECTRUM/TIME WARNER CABLE; and FUEL PROVIDER. (ALL UTILITIES).

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin and unanimously passed by the Board RENEWING THE TOWN CLERK'S PETTY CASH FUND FOR \$200.00.

A motion was duly made by Councilor Martin, seconded by Councilor Brzuszkiewicz and unanimously passed by the Board ADOPTING THE IRS MILEAGE RATE IN EFFECT FOR THE YEAR 2022 FOR TOWN EMPLOYEES USING THEIR OWN AUTOMOBILE IN THE DISCHARGE OF OFFICIAL DUTIES.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board AUTHORIZING THE HIGHWAY SUPERINTENDENT TO ENTER INTO A CONTRACT FOR PUBLIC WORKS INVOLVING AN EXPENDITURE OF \$35,000.00 OR LESS AND ALL PURCHASE CONTRACTS FOR THE HIGHWAY DEPARTMENT INVOLVING AN EXPENDITURE OF \$20,000.00 OR LESS, WITHOUT BID, BUT IN ACCORDANCE WITH THE MOST RECENTLY ADOPTED PROCUREMENT POLICY OF THE TOWN.

A motion was duly made by Councilor Martin, seconded by Councilor Brzuszkiewicz and unanimously passed by the Board DIRECTING THAT THE MEMBERS OF THE PARK BOARD, PLANNING BOARD AND THE ZONING BOARD OF APPEALS BE PAID QUARTERLY; AND THE SALARIES OF ALL EMPLOYEES OF THE TOWN BE PAID EVERY TWO WEEKS, WITH THE WEEK ENDING ON WEDNESDAY.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board SETTING THE HOURLY RATES OF NON-SALARIED EMPLOYEES OF THE DEPARTMENT OF PARKS & RECREATION, HIGHWAY DEPARTMENT AND TOWN CLERK'S OFFICE AT THE AMOUNTS SET FORTH IN THE BUDGET.

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin and unanimously passed by the Board APPOINTING KATHRYN VANDERWERKEN AS THE RECEIVER OF TAXES FOR THE YEAR 2022 AT THE BUDGETED SALARY.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board ACKNOWLEDGING THE APPOINTMENT BY AMY B. WELLS, TOWN CLERK, OF ROSEMARY CZERNIAK AND JILL DOSS AS DEPUTY TOWN CLERKS AT THE HOURLY RATE STIPULATED IN THE BUDGET.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board APPOINTING ROSEMARY CZERNIAK AS THE REGISTRAR OF VITAL STATISTICS FOR THE YEAR 2022 AT NO ADDITIONAL COMPENSATION.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board APPOINTING JILL DOSS AS THE DEPUTY REGISTRAR OF VITAL STATISTICS FOR THE YEAR 2022 AT NO ADDITIONAL COMPENSATION.

A motion was duly made by Councilor Martin , seconded by Councilor Brzuszkiewicz and unanimously passed by the Board APPOINTING LARRY BALL AS THE FAIR HOUSING OFFICER FOR ONE YEAR AT NO ADDITIONAL COMPENSATION.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board APPOINTING LARRY BALL AS THE ZONING ADMINISTRATIVE OFFICER, MS4 (SWPPP) OFFICER AND BUILDING ADMINISTRATIVE OFFICER FOR ONE YEAR AT NO ADDITIONAL COMPENSATION.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board APPOINTING JERI LEE ROWLINGSON AS THE CLERK TO THE ZONING ADMINISTRATIVE OFFICER AND BUILDING ADMINISTRATIVE OFFICER, AT THE BUDGETED SALARY.

A motion was duly made by Councilor Brzuszkiewicz, seconded by Councilor Gibbons and unanimously passed by the Board APPOINTING WILLIAM PINDLE AS THE FIRE ADMINISTRATIVE OFFICER FOR ONE YEAR AT THE BUDGETED SALARY.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board APPOINTING KIMBERLY MUEHLENBEIN AS THE DOG CONTROL OFFICER AND ANIMAL CONTROL OFFICER ON A MONTHLY BASIS AT THE BUDGETED SALARY AND SERVING AT THE PLEASURE OF THE TOWN BOARD.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board RETAINING COSTELLO, COONEY & FEARON, PLLC (JOHN R. LANGEY, ESQ.) AS ATTORNEY FOR THE TOWN OF SULLIVAN FOR THE YEAR 2022.

A motion was duly made by Councilor Martin, seconded by Councilor Brzuszkiewicz and unanimously passed by the Board APPOINTING BETH ELLIS AS TOWN COMPTROLLER FOR THE STATUTORY PERIOD AT THE BUDGETED SALARY.

A motion was duly made by Councilor Montroy, seconded by Councilor Gibbons and unanimously passed by the Board ACKNOWLEDGING THE APPOINTMENT BY ANDY BUSA, HIGHWAY SUPERINTENDENT, OF ABRAM CZARNECKI AS THE DEPUTY HIGHWAY SUPERINTENDENT AT THE HOURLY RATE STIPULATED IN THE BUDGET.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board APPOINTING JOHN CERESOLI AS MEMBER OF THE PLANNING BOARD FOR A TERM ENDING DECEMBER 31, 2026 AT THE BUDGETED SALARY.

A motion was duly made by Councilor Martin, seconded by Councilor Brzuskiewicz and unanimously passed by the Board DESIGNATING FRANK PARK AS CHAIRMAN OF THE PLANNING BOARD FOR A ONE YEAR TERM ENDING DECEMBER 31, 2022.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board RE-APPOINTING ROSEMARY PARK AS THE SECRETARY OF THE PLANNING BOARD AT THE BUDGETED SALARY.

A motion was duly made by Councilor Brzuskiewicz, seconded by Councilor Martin and unanimously passed by the Board APPOINTING TERRY MANNING AS MEMBER OF THE ZONING BOARD OF APPEALS FOR A TERM ENDING DECEMBER 31, 2026 AT THE BUDGETED SALARY.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board DESIGNATING STEVE DURFEE AS CHAIRMAN OF THE ZONING BOARD OF APPEALS FOR A ONE YEAR TERM ENDING DECEMBER 31, 2022.

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin and unanimously passed by the Board APPOINTING JERI LEE ROWLINGSON AS THE SECRETARY OF THE ZONING BOARD OF APPEALS AT THE BUDGETED SALARY.

A motion was duly made by Supervisor Becker, seconded by Councilor Brzuskiewicz and unanimously passed by the Board APPOINTING COUNCILOR MARTIN AS THE DEPUTY SUPERVISOR FOR A ONE-YEAR TERM ENDING DECEMBER 31, 2022.

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin and unanimously passed by the Board APPOINTING KERRY RANGER AS A MEMBER OF THE BOARD OF ASSESSMENT REVIEW.

#### **APPOINTMENT OF FIRE CHIEFS FOR THE FIRE COMPANIES COMPRISING THE SULLIVAN FIRE DISTRICT**

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board ACTING AS THE BOARD OF FIRE COMMISSIONERS, APPOINTING PAUL SMITH AS THE CHIEF OF THE BRIDGEPORT FIRE COMPANY; JASON BAKER AS THE CHIEF OF THE CHITTENANGO FIRE COMPANY; and DENNIS SIMMONS AS THE CHIEF OF THE NORTH CHITTENANGO FIRE COMPANY.

#### **COMMITTEE APPOINTMENTS**

A motion was duly made by Councilor Martin, seconded by Councilor Brzuskiewicz and unanimously passed by the Board to appoint the following individuals to the following Committees for the Year 2022:

HIGHWAY - COUNCILOR MONTROY  
FIRE DEPARTMENT - SUPERVISOR BECKER  
PARKS & RECREATION DEPARTMENT - COUNCILOR BRZUSKIEWICZ  
PERSONNEL - COUNCILOR GIBBONS  
BUILDINGS & GROUNDS - COUNCILOR MARTIN

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board NAMING THE FOLLOWING THREE MEMBERS TO THE GRIEVANCE BOARD (PER PERSONNEL POLICY), TO WIT: SUPERVISOR BECKER; COUNCILOR MARTIN; and COUNCILOR BRZUSZKIEWICZ.

### **CONTRACTS AND LEASES**

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board AUTHORIZING THE SUPERVISOR, ON BEHALF OF THE TOWN OF SULLIVAN, TO SIGN THE CONTRACT BETWEEN THE TOWN OF SULLIVAN AND THE TOWN OF FENNER FOR FIRE PROTECTION FOR THE YEAR 2022 AS PER THE AGREEMENT PRESENTED TO THE BOARD SUBJECT TO REVIEW BY THE TOWN ATTORNEY, a copy of which shall be on file in the Office of the Town Clerk.

A motion was duly made by Councilor Brzuszkiewicz, seconded by Councilor Martin and unanimously passed by the Board AUTHORIZING THE SUPERVISOR, ON BEHALF OF THE TOWN OF SULLIVAN, TO SIGN THE CONTRACT BETWEEN THE TOWN OF SULLIVAN AND THE TOWN OF CICERO FOR FIRE PROTECTION FOR THE YEAR 2022 AS PER THE AGREEMENT PRESENTED TO THE BOARD SUBJECT TO REVIEW BY THE TOWN ATTORNEY, a copy of which shall be on file in the Office of the Town Clerk.

A motion was duly made by Councilor Martin, seconded by Councilor Gibbons and unanimously passed by the Board, AUTHORIZING THE SUPERVISOR, ON BEHALF OF THE TOWN OF SULLIVAN, TO SIGN THE BUILDING CLEANING CONTRACT BETWEEN THE TOWN OF SULLIVAN AND BOO'S CLEANING SERVICE FOR THE YEAR 2022 AS PER THE AGREEMENT PRESENTED TO THE BOARD SUBJECT TO REVIEW BY THE TOWN ATTORNEY, a copy of which shall be on file in the Office of the Town Clerk.

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board AUTHORIZING THE SUPERVISOR, ON BEHALF OF THE TOWN OF SULLIVAN, TO SIGN THE CONTRACT BETWEEN THE TOWN OF SULLIVAN AND THE SULLIVAN COMMUNITY COUNCIL FOR THE YEAR 2022 AS PER THE AGREEMENT PRESENTED TO THE BOARD SUBJECT TO REVIEW BY THE TOWN ATTORNEY, a copy of which shall be on file in the Office of the Town Clerk, subject to review by legal counsel.

A motion was duly made by Councilor Martin, seconded by Councilor Brzuszkiewicz and unanimously passed by the Board, be it:

RESOLVED, THAT THE SUPERVISOR, ON BEHALF OF THE TOWN OF SULLIVAN, BE AND HEREBY IS AUTHORIZED TO EXTEND THE TERM OF THE LEASE BETWEEN THE TOWN OF SULLIVAN AND THE COUNTY OF MADISON FOR THE COMPOSTING SITE AT THE TOWN OF SULLIVAN PROPERTY ON BOLIVAR ROAD IN PROXIMITY OF THE TRANSFER STATION THROUGH TO DECEMBER 31, 2022 AS PER THE EXTENSION OF LEASE PRESENTED TO THE TOWN BOARD, a copy shall be on file in the Office of the Town Clerk, subject to review by legal counsel.

### **APPROVAL OF THE 2022 HOLIDAY SCHEDULE**

A motion was duly made by Councilor Martin, seconded by Councilor Montroy and unanimously passed by the Board, adopting the holiday schedule presented to the Board as follows:

**2022**

New Year's Day (Observed)	Monday	January 3, 2022
Dr. Martin Luther King, Jr. Day	Monday	January 17, 2022
Presidents' Day	Monday	February 21, 2022
Good Friday	Friday	April 15, 2022
Memorial Day	Monday	May 30, 2022
Independence Day (Observed)	Monday	July 4, 2022
Labor Day	Monday	September 5, 2022
Columbus Day	Monday	October 10, 2022
Election Day	Tuesday	November 8, 2022
Veterans' Day (Observed)	Friday	November 11, 2022
Thanksgiving Day	Thursday	November 24, 2022
Friday after Thanksgiving	Friday	November 25, 2022
Christmas Eve (1/2 day – leave at noon)	Friday	December 23, 2022
Christmas Day	Monday	December 26, 2022
New Year's Eve (1/2 day – Leave at noon)	Friday	December 30, 2022

**APPROVAL OF DECEMBER 15, 2021 MEETING MINUTES**

A motion was duly made by Councilor Brzuskiewicz and seconded by Councilor Martin to approve the minutes of December 15, 2021. With no further discussion the following vote was recorded to adopt the Town Board meeting minutes of December 15, 2021:

<b>Daniel Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>David Montroy</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John Brzuskiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>

**OATH OF OFFICE AND SWEARING IN OF TOWN COMPTROLLER  
 AND TAX RECEIVER**

Madison County Clerk Michael Keville performed the swearing in of Town Comptroller Beth Ellis and Tax Receiver Kathryn Vanderwerken.

**ESTABLISHING THE PUBLIC HEARING FOR  
 TOWN OF SULLIVAN LOCAL LAW NO. A-2022  
 ("A LOCAL LAW CHANGING THE MEETING DATE FOR THE TOWN OF SULLIVAN  
 BOARD OF ASSESSMENT REVIEW TO HEAR COMPLAINTS IN RELATION TO  
 REAL PROPERTY TAX ASSESSMENTS TO THE FOURTH TUESDAY OF MAY")**

Councilor Martin introduced proposed Local Law No. A-2022, "A Local Law Changing the Meeting Date for the Town of Sullivan Board of Assessment Review to Hear Complaints in Relation to Real Property Tax Assessments to the Fourth Tuesday of May", which would change the meeting date for the Town of Sullivan Board of Assessment Review to hear complaints in relation to real property tax assessments (*i.e.* "Grievance Day") to the fourth Tuesday in May, and made the following motion which was seconded by Councilor Gibbons:

**WHEREAS**, proposed Local Law No. A-2022 has been introduced and will be considered for enactment pursuant to the provisions of the New York State Constitution, New York Municipal Home Rule Law and Real Property Tax 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 after submission of a completed application, an involved agency shall make a determination whether a given 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 Sullivan, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said proposed Local Law; and

**WHEREAS**, the adoption of said Local Law is a Type II action for purposes of environmental review under SEQRA, thus concluding the environmental review process.

**NOW, THEREFORE**, it is

**RESOLVED** that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. A-2022 at the Town Hall located at 7507 Lakeport Road, Chittenango, New York on January 19, 2022 at 9:00 a.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and be it further

**RESOLVED** that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Town of Sullivan and to any affected municipalities described above.

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

<b>David Montroy</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Daniel Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John E. Brzuszkiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

**A RESOLUTION FOR SENIOR EXEMPTION RENEWALS**  
**PURSUANT TO SECTION 459-c AND SECTION 67 OF**  
**THE NEW YORK STATE REAL PROPERTY TAX LAW**

A motion was duly made by Councilor Gibbons, seconded by Councilor Martin, and unanimously passed by the Board, to wit:

**WHEREAS**, by Executive Order, dated December 26, 2021, the Governor of the State of New York has authorized local taxing jurisdictions to adopt a resolution directing the assessor to grant exemptions pursuant to Real Property Tax Law §459-c and Real Property Tax Law §467 to the extent necessary to dispense with the need for the submission of a formal renewal application for such exemptions and further dispensing with the requirement for assessors of each assessing unit to mail renewal applications therewith; and

**WHEREAS**, the Town of Sullivan desires to provide for such exemptions without the necessity of a renewal application.

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Sullivan Town Board hereby determines, authorizes and orders that the Town Assessor of the Town of Sullivan is

hereby directed to grant exemptions pursuant to subdivisions 7, 7-a and 8 of Section 459-c of the Real Property Tax Law and subdivisions 5, 5-a, 5-b, 5-c and 6 of Section 467 of the Real Property Tax Law to permit the granting of exemptions pursuant to such Sections for the Town of Sullivan 2022 Assessment Roll to all property owners who received those status exemptions on the Town of Sullivan 2021 Assessment Roll, thereby dispensing with the need for renewal applications from such persons; and it is further

**RESOLVED** that the Town of Sullivan Assessor is further relieved of the requirement to mail renewal applications to such persons; and it is further

**RESOLVED** that, notwithstanding the above, the Town of Sullivan Assessor may require a renewal application to be filed when he or she has reason to believe that an owner who was otherwise qualified for the exemption on the Town of Sullivan 2021 Assessment Roll may have since changed his or her primary residence, added another owner to the Deed, transferred the property to a new owner or has died as respects the Town of Sullivan 2022 Assessment Roll.

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

<b>David Montroy</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Daniel Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John E. Brzuszkiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

#### **SOLAR PROJECT INSTALLATION APPLICATION -TOWN OF LINCOLN**

Supervisor Becker advised that a solar project is proposed in the Town of Lincoln and he is concerned with possible detrimental impacts to the Town of Sullivan due to the nature of the soils in the area and the possible risk of flooding or other environmental impacts. Attorney for the Town Langey advised he will review the available information and report back to the Board.

#### **TOWN RESIDENT COMPLAINT REGARDING VULGAR SIGNAGE**

Supervisor Becker advised that a complaint has been received from a Town resident in regard to signage containing vulgar language. Code Enforcement Officer Larry Ball will be requested to review the complaint and issue a letter to the resident who owns the signage asking that the vulgar language be removed.

#### **BUDGET MODIFICATION**

There were no budget modifications presented this evening.

#### **FIREFIGHTER APPLICATIONS**

There were no firefighter applications presented this evening.



**BRIDGEPORT/LAKEPORT SEWER EXTENSION PROJECT  
AND WHITELAW WATER DISTRICT UPDATES**

Taylor Bottar of Barton & Loguidice appeared to update the Board on the Bridgeport/Lakeport Sewer project and the Whitelaw Water District project. Mr. Bottar spoke of funding and establishment of the districts in order to secure funding. He spoke to the Board about scheduling a virtual public informational meeting, perhaps during the last of this month or early February for the Bridgeport/Lakeport Sewer Extension project. Mr. Bottar asked if the Town Board wants to move forward with scheduling an informational/question and answer meeting. Barton & Loguidice can coordinate the meeting or the Town can arrange to set-up a virtual meeting. It was also suggested that the meeting information be placed on the Town's website. The cost per year per unit is still anticipated at \$1,000.00 for both projects (based on previous data collected). Councilor Brzuszkiewicz asked if Smith Ridge Road is included as there has been interest expressed by residents in the area. Mr. Bottar advised that based on the original survey conducted in that area, there was no interest expressed. Councilor Brzuszkiewicz commented there has been interest expressed to him recently. The Board commented that two lists are to be prepared for the virtual meeting, separating out the Smith Ridge Road area properties. A new survey will be sent to the Smith Ridge Road residents to determine participation interest. With respect to the Whitelaw Water Project, Mr. Bottar commented that the Town needs to take steps to make the project eligible for available funding. This Project would connect to the OCWA system and, once the project was completed, it would be turned over to OCWA for maintenance. The Board discussed a possible meeting date of January 21, 2022.

An update of the Sleepy Hollow Road Project was provided by Mr. Bottar who reported that National Grid put in the new pole and the new building is being wired this week. The plan is to start the pump next week to get water in the lines and test the system and also obtain the necessary approvals including the Health Department. The plan is for operation to be in place by February.

**ASSOCIATION OF TOWNS ANNUAL MEETING - FEBRUARY 20-23, 2022**

Supervisor Becker advised that there is a training conference with the Association of Towns in NYC February 20-23, 2022. He advised the new Councilmen or any Board member or Town Official to advise if they wanted to attend this conference by the next meeting.

**ESTABLISHING PUBLIC HEARING  
TOWN OF SULLIVAN LOCAL LAW NO. B OF 2022  
("A LOCAL LAW CREATING THE WILD RV CAMPGROUND/MIXED USE  
RECREATIONAL PLANNED DEVELOPMENT DISTRICT")**

Councilor Gibbons introduced proposed Local Law No. B-2022, "A Local Law Creating The Wild RV Campground/Mixed Use Recreational Planned Development District," which Local Law would approve the application and Preliminary Development Plan submitted by Jeffrey S. Taylor II (as Owner) and Taylor's Wild Safari, LLC (jointly as Applicants) of the premises located at 1861 New Boston Road (Tax Map No. 33.-1-46.1) consisting of approximately 118.28± acres (the "Premises"), to establish "The Wild RV Campground/Mixed Use Recreational Planned Development District" on said lands, subject to the provisions of Section 275-12 of the Code of the Town of Sullivan, and made the following motion which was seconded by Councilor Brzuszkiewicz:

**WHEREAS**, pursuant to Section 275-12 of the Code of the Town of Sullivan, the Town Board is required to determine whether the instant application for the proposed Planned Development District ("PDD") has been initially completed to the Board's satisfaction and, if so completed, refer said application to the Town of Sullivan Planning Board for its review and recommendation; 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 an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

**WHEREAS**, pursuant to the provisions of the Municipal Home Rule Law, previously at a regular meeting of the Town of Sullivan Planning Board held on July 6, 2021 the Planning Board initially reviewed the application and documents submitted by Jeffrey S. Taylor II (as Owner) and Taylor's Wild Safari, LLC (jointly as Applicants), for the granting of a request for a Zone Change to create the proposed "The Wild RV Campground/Mixed Use Recreational Planned Development District" on the premises owned by Owner located at 1861 New Boston Road (Tax Map No. 33.-1-46.1), Chittenango, Town of Sullivan, New York consisting of approximately 118.28± acres in order to establish "The Wild Campground/Mixed Use Recreational Planned Development District" on said lands, subject to the provisions of Section 275-12 of the Code of the Town of Sullivan; and

**WHEREAS**, the Planning Board conducted its initial review of the proposed PDD and on July 6, 2021, the Town of Sullivan Planning Board made the following initial determinations:

1. This project anticipates the creation of a Planned Development District in the Town of Sullivan for the construction and operation of a self-contained commercial use on the premises in the Town of Sullivan, consisting of an RV park/campground, cabins, restaurant, miniature golf, animal display area and arcade;
2. The proposed action is a Type I Action;
3. That the Planning Board wishes to assume Lead Agency status in connection with the SEQRA review for this project and shall undertake a coordinated review;
4. The following agencies have been designated involved/interested agencies within the meaning of the New York State Environmental Quality Review Act (SEQRA) with respect to the proposed enactment of said proposed Local Law, with the result that the Planning Board shall act as lead agency in this matter, to wit:
  - **U.S. Fish and Wildlife Service**, 1849 C Street, NW, Washington, DC 20240;
  - **U.S. Army Corps of Engineers**, Jacob K. Javits Federal Building, 26 Federal Plaza, Room 2109, New York, New York 10278-0090;
  - **U.S. Army Corps of Engineers**, Auburn Field Office, 7413 County House Road, Auburn, New York 13021;
  - **New York State Department of Environmental Conservation**, Region 7, 615 Erie Boulevard West, Syracuse, New York 13204;
  - **New York State Department of Agriculture and Markets**, New York State Fairgrounds, 581 State Fair Boulevard, Syracuse, New York 13209;
  - **New York State Office of Parks, Recreation and Historic Preservation (Via CRIS)**, Peebles Island Resource Center, P.O. Box 189, Waterford, New York 12188-0189;
  - **Madison County Highway Department**, 139 North Court Street, P.O. Box 15, Wampsville, New York 13163;
  - **Madison County Health Department**, 138 North Court Street, Building 5, P.O. Box 605, Wampsville, New York 13163;
  - **Madison County Planning Department**, 138 North Court Street, Building 4, Room 249, P.O. Box 606, Wampsville, New York 13163;

- **Onondaga County Water Authority**, P.O. Box 4949, Syracuse, New York 13221-4949;
  - **Town of Sullivan Town Board**, 7507 Lakeport Road, Chittenango, New York 13037; and
5. The proposed action will require the preparation of a Full Environmental Assessment Form (EAF) to provide information with regard to the environmental issues pertinent therein; and

**WHEREAS**, on July 7, 2021, the Planning Board circulated lead agency notices to all involved/interested agencies together with the distribution package including the proposed Local Law, the June 22, 2021 Letter of Intent, the Full Environmental Assessment Form Part 1, the site plans and such other information as has been prepared and submitted to date by the Applicants and/or their representative; and

**WHEREAS**, the Planning Board, as Lead Agency, has caused the completion of a Full Environmental Assessment Form for the careful review of the environmental impacts of the project.

**NOW, THEREFORE**, it is

**RESOLVED** that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. B-2022 at the Town of Sullivan Town Hall, located at, 7507 Lakeport Road, Chittenango, New York on January 19, 2022 at 9:00 a.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and it is further

**RESOLVED** that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Town of Sullivan and to any affected municipalities described above.

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

<b>David Montroy</b>	<b>Councilor</b>	<b>Abstain</b>	<b>-----</b>
<b>Dan Gibbons</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John E. Brzuszkiewicz</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jeffrey Martin</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>John M. Becker</b>	<b>Supervisor</b>	<b>Recused</b>	<b>-----</b>

The foregoing resolution was thereupon declared duly adopted.

### **REVISED TOWN CODE QUESTION**

Madison County Clerk Keville asked about the recently adopted changes to the Code for the Town and whether it is all set. This is all set and the members of the Town Board were encouraged to read through the Code and the Town's Master Plan for possible future updates. Attorney for the Town Langey will provide copies of the amended Code to the Board for their review.

Madison County Clerk Keville also asked Attorney for the Town Langey if it is a practice in other municipalities to appoint a Town Board Member to be a liaison to the Zoning Board of Appeals. Attorney for the Town Langey said in many municipalities it is common to have a Town Board Member liaison to provide better communication between the Boards. Councilor Jeff Martin agreed to serve as the Town Board liaison to the Town of Sullivan Zoning Board of Appeals.

**EXECUTIVE SESSION**

Upon the motion made by Councilor Martin, seconded by Councilor Brzuskiewicz, the Board entered into Executive Session at 6:50 p.m. for advice of Counsel. All of the Town Board Members voted in favor of the motion.

A motion was made by Councilor Martin, seconded by Councilor Montroy and unanimously approved by the Board to come out of Executive Session at 7:45 p.m. No action was taken.

**ADJOURNMENT**

With no further business and upon a motion made by Councilor Gibbons, seconded by Councilor Montroy and unanimously passed by the Board, the meeting was adjourned at 7:46 p.m.

Respectfully submitted,

Jill A. Doss  
Deputy Town Clerk