

TOWN OF VIRGIL
PUBLIC HEARING 6:00 PM AND
REGULAR TOWN BOARD MEETING
April 13th, 2017 6:30 PM

6:00 PM PUBLIC HEARING ON PROPOSED CHANGED TO THE VIRGIL COMPREHENSIVE PLAN AND LOCAL LAW #1 OF 2017 SOLAR SYSTEMS [Proposed LL #1 of 2017 Virgil Solar Energy Systems rev2](#)

6:30 PM CALL TOWN BOARD REGULAR MEETING TO ORDER

A. APPROVE MINUTES

A-1 Draft of Town Board Regular Meeting Minutes dated March 09th, 2017
[TB Minutes Mar. 9th 2017 Draft](#)

B. AUTHORIZATION TO PAY BILLS

B-1 General fund
B-2 Highway Fund
B-3 Sewer District #1
B-4 Water District #1

C. MONTHLY REPORTS

C-1 Town Supervisor's Monthly Report March 2017
[Supervisor's Report March 2017](#)
[Supervisor's Check Report March 2017](#)
[Reserve Report March 2017](#)

C-2 Town Clerk's Monthly Report- March 2017
[TC Monthly Report March 2017](#)

C-3 Tax Collectors Report
[Tax Collecting Report April 2017](#)

C-4 Sewer District's Operations Report

C-5 Water District's Operations Report
[W2 Operator Report- April 17](#)

C-6 Animal Control Officer's Report
[Dog Control Officers Report 03-17](#)

C-7 Code Enforcement Officer's Report

C-8 County Legislator's Report
[Legislator Report April 2017](#)

C-9 Virgil Youth Commission Report

C-10 Hope Lake Operations Report

C-11 Highway Superintendent Report

D. OLD BUSINESS

D-1 Update on Grant for Creek Reclamation-purchase trees
D-2 Draft Local Law #1- Renewable Energy Facilities Law: Discussion
D-3 Discussion Health Care Upgrade- for town employees
D-4 Discussion on Truck Financing

E. NEW BUSINESS

E-1 Approve Changes to Virgil's Comprehensive Plan

E-2 Approve Local Law #1 of 2017 [Proposed LL #1 of 2017 Virgil Solar Energy Systems rev2](#)

E-3 Approve Insurance Quote- NYMIR [2017-2018 Premium Summary](#)

E-4 Quote from Solar Comapny [Town Of Virgil - Proposal](#)

E-5 Update on High Speed Internet Grant- Haflea

F. ADJOURN REGULAR TOWN BOARD MEETING

LOCAL LAW #1 OF 2017

SOLAR ENERGY SYSTEMS

§1. Purpose

The Virgil Town Board finds that it is in the public interest to provide for and encourage renewable energy systems and a sustainable quality of life, the purpose of this chapter is to facilitate the development and operation of renewable energy systems based on sunlight. Solar energy systems are appropriate in all zoning districts when measures are taken, as provided in this local law, to minimize adverse impacts on neighboring properties and protect the public health, safety and welfare.

§2. Definitions

As used in this local law, the following terms shall have the meanings indicated:

MAJOR SOLAR COLLECTION SYSTEM or SOLAR FARM

An area of land or other area used for a solar collection system principally used to capture solar energy and convert it to electrical energy to transfer to the public electric grid in order to sell electricity to or receive a credit from a public utility entity, but also may be for on-site use. Solar farm facilities consist of one or more freestanding ground- or roof-mounted solar collector devices, solar-related equipment and other accessory structures and buildings, including light reflectors, concentrators, and heat exchangers, substations, electrical infrastructure, transmission lines and other appurtenant structures and facilities.

MINOR OR ACCESSORY SOLAR COLLECTION SYSTEM

A solar photovoltaic cell, panel, or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for collection, inversion, storage, and distribution of solar energy for electricity generation or transfer of stored heat, secondary to the use of the premises for other lawful purposes, with the total surface area of all solar collectors on the lot not to exceed 3,000 square feet.

Any system which is located at a farm and which is designed to produce an amount of energy similar to what is consumed at that farm shall be a minor system, regardless of the total surface area of the collectors.

§3. Solar collectors and installations for minor systems

- A. Roof top mounted solar collectors for minor systems are permitted in any zoning districts in the Town.
- B. Ground-mounted and freestanding solar collectors for minor systems are permitted as accessory structures in all zoning districts of the Town, subject to the following requirements:
 - (1) The location of the solar collectors meets all applicable setback requirements of the zone in which they are located.

- (2) The height of the solar collectors and any mounts shall not exceed the height restrictions of the zone when oriented at maximum tilt.
 - (3) The total surface area of all solar collectors on the lot shall not exceed 3,000 square feet and, when combined with all other buildings and structures on the lot, shall not exceed fifty-percent lot coverage.
 - (4) A building permit has been obtained for the solar collectors.
 - (5) The solar collectors are located in a side or rear yard.
 - (6) Solar collectors and other facilities shall be designed and located in order to prevent reflective glare toward any inhabited buildings on adjacent properties and roads.
- C. Site plan approval is required pursuant to zoning law Article VIII. Any site plan review shall include review of the adequacy, location, arrangement, size, design, and general site compatibility of proposed solar collectors.
 - D. must be performed in accordance with applicable electrical and building codes, the manufacturer's installation instructions, and industry standards, and prior to operation the electrical connections must be inspected by the Town Code Enforcement Officer or by an appropriate electrical inspection person or agency, as determined by the Town. In addition, any connection to the public utility grid must be inspected by the appropriate public utility.
 - E. When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure meeting the requirements of the New York State Building Code when in use and when no longer used shall be disposed of in accordance with the laws and regulations of Cortland County and other applicable laws and regulations. Abandonment and clean up.
 - F. If a solar collector ceases to perform its originally intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment and facilities no later than 90 days after the end of the twelve-month period.
 - G. Personal solar devices that produce less than ten watts are exempt, ex. phones batteries, farm fencers, etc.
 - H. No solar panels are to be mounted in the front yards of homes.

§4. Solar collectors and installations for major systems or solar farms

- A. Where applicable, and unless more restrictive regulations also apply, the requirements of § 3 of this chapter shall apply to solar collectors and installations for major systems or solar farms.
- B. A major system or solar farm may be constructed subject to obtaining a special permit from the town board. Issuance of a special permit shall be in the sole discretion of the town board. Any application regarding major solar systems shall include detailed soils maps.
- C. The following areas must be avoided:
 - (1) One-hundred-year flood hazard zones
 - (2) Historic and/or culturally significant resources in an historic district or historic district transition zone.

- (3) Any regulated freshwater wetland.
- D. A major system or solar farm may be permitted in any zone in the town when authorized by the town board subject to the following terms and conditions.
 - (1) The total coverage of all buildings and structures on a lot, including freestanding solar panels, shall not exceed 50% or 2 meg watt project.
 - (2) Height and setback restrictions.
 - (a) The maximum height for freestanding solar panels located on the ground or attached to a framework located on the ground shall not exceed 15 feet in height above the ground.
 - (b) The minimum setback from property lines shall be 100 feet.
 - (c) Off public road (r.o.w.) setback shall be 200 feet.
 - (d) A landscaped buffer shall be provided around all equipment and solar collectors to provide screening from adjacent residential properties and roads. As needed bases.
 - (3) Design standards.
 - (a) Removal of trees and other existing vegetation should be minimized or offset with planting elsewhere on the property.
 - (b) Roadways within the site shall not be constructed of impervious materials and shall be designed to minimize the extent of roadways constructed and soil compaction.
 - (c) All on-site utility and transmission lines shall, to the extent feasible, be placed underground.
 - (d) Solar collectors and other facilities shall be designed and located in order to prevent reflective glare toward any inhabited buildings on adjacent properties and roads. 6% glare
 - (e) All solar equipment, including any structure for batteries or storage cells, shall be enclosed by a minimum six-foot-high fence with a self-locking gate and provided with landscape.
 - (4) Signs.
 - (a) A sign not to exceed eight square feet shall be displayed on or near the main access point and shall list the facility name, owner and phone number.
 - (5) A clearly visible warning/disconnect sign concerning voltage must be placed at the base of all pad-mounted transformers and substations.
 - (6) Abandonment.
 - (a) All applications for a solar farm shall be accompanied by a decommissioning plan to be implemented upon abandonment, or cessation of activity, or in conjunction with removal of the facility, prior to issuance of a building permit.
 - (b) If the applicant begins but does not complete construction of the project within 12 months after receiving special permit approval, this may be deemed abandonment of the project and require implementation of the decommissioning plan to the extent applicable.
 - (c) The decommissioning plan must ensure the site will be restored to a useful, nonhazardous condition without delay, including, but not limited to, the following:

- [1] Removal of aboveground and below-ground equipment, structures and foundations.
 - [2] Restoration of the surface grade and soil after removal of equipment.
 - [3] Revegetation of restored soil areas with native seed mixes, excluding any invasive species.
 - [4] The plan shall include a time frame for the completion of site restoration work.
- (d) In the event the facility is not completed and functioning within 12 months of the issuance of the special permit, the Town may notify the operator and/or the owner to complete construction and installation of the facility within 180 days. If the owner and/or operator fail to perform, the Town may notify the owner and/or operator to implement the decommissioning plan. The decommissioning plan must be completed within 180 days of notification by the Town.
 - (e) Upon cessation of activity of a constructed facility for a period of one year, the Town may notify the owner and/or operator of the facility to implement the decommissioning plan. Within 180 days of notice being served, the owner and/or operator can either restore operation equal to 80% of approved capacity or implement the decommissioning plan.
 - (f) If the owner and/or operator fails to fully implement the decommissioning plan within the one-hundred-eighty-day time period, the Town may, at its discretion, provide for the restoration of the site in accordance with the decommissioning plan and may recover all expenses incurred for such activities from the defaulted owner and/or operator. The cost incurred by the Town shall be assessed against the property, shall become a lien and tax upon the property, and shall be enforced and collected with interest by the same officer and in the same manner as other taxes.

§5. The Town Board shall have the authority to require a reclamation bond in an amount reasonably related to the expected cost to remove the facilities and restore the land.

§6. The Town Board shall have the authority to set application fees by resolution.

§7. This local law shall take effect immediately upon being filed by the Secretary of State.

TOWN OF VIRGIL REGULAR MEETING
March 9th 2017

PRESENT: Supervisor John Kaminski, Board Members Eric Snow, Jereme Stiles and Matt Denniston, Member Gary Pelton, Attorney for the Town Pat Snyder, Town Clerk/Collector Alane Van Donsel, David Coish Camden Group, Doug & Jenae Withey W2Operators, Sandy Price County Legislator, Highway Superintendent John Morse, Britt Morse Deputy Highway Superintendent, Demont Lang Highway Department, Rick Horner Highway Department, Walt Nichols Highway Department, Dan Courtney, Teri Pelton Virgil Youth Commission, Wes Kryger Greek Peak, Davis Huckle D Sun, Donna Lynch, Carla Plunkett, Loren Cottrell Tompkins County, Maureen Reynolds Tompkins County

6:15 PM – Public Comment: Maureen Reynolds the Tompkins County Clerk and Loren Cottrell from the Tompkins County IT department addressed the board regarding the records management grant. Supervisor Kaminski voiced his concerns regarding the fact that the records will be leaving the building. Maureen Reynolds stated that there is a confidentiality agreement with Challenge Industries who does all the scanning. Reynolds said that the Town Clerk should inventory the records before they leave the building. She said that most the information leaving the building are public records. She said that they have sent lots of records over to their facility and they have never had a problem. She said it must be 20,000-30,000 boxes. Kaminski asked if she has looked at the Town's files. Reynolds said yes. Reynolds said they will need to be boxed up and a rough inventory taken. She said the images will come to her office and then she will work with the clerk on how to view them. She said the whole process takes a couple weeks to a month. She said they may take everything or half at a time. She said the boxes need to be labeled. The records will be converted to Laser Fishe and only authorized personal would have access. Loren Cottrell who works in the Tompkins County IT department said that the information will be sent to a data center, there will be storage in Cortland County and fiber from a secondary source and third source will be used at no cost to the town. Kaminski said that he feels better about the transition, he is still somewhat concerned with sending the boxes of records. Kaminski said that it's a big deal with comptroller. Reynolds said that once the agreement is approved she will take care of everything and it should be a seamless and effortless process. She said it's a New York State municipal fund grant. She is happy to work with two good towns. The grant is for \$550,000. Kaminski asked if every year they town will send files to her. Reynolds said that moving forward the town would keep digital to digital. This can be handled with a copier and a scanner. This is the way to go and it makes finding documents so much easier. There will be a two hundred dollars a year fee per license year. She said that they will be able to add on large document maps in the future. Town Clerk Van Donsel mentioned that they will be using General Codes, which is a company that the Code and Zoning Officer was interested in. The cost of that company was over \$1000. A month so that will be a very large savings. Cottrell said that the documents will be searchable and will be able to be printed. Video and sound recordings will be able to be saved. Documents will be scanned and will not be able to be altered.

Mr. David Alexander, addressed the board he wanted to introduce himself. Alexander said there is a Judicial opening and he has served nineteen years on the bench as town justice in Cortandville. He said that the bulk of this work has revolved around family court and estate. He said that he attended the meeting of sales tax allocation. He is looking at connecting with stakeholders in the area. He is attending meetings throughout the county.

6:30 PM THE REGULAR MEETING WAS CALLED TO ORDER

Supervisor Kaminski called the meeting to order, followed by the salute to the flag.

RESOLUTION #17-047 APPROVAL OF MINUTES

Draft of the Regular Board Meeting Minutes dated February 09th, 2017: Member Stiles moved to approve the minutes for February 09th 2017. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays-None

RESOLUTION #17-048 AUTHORIZATION TO PAY BILLS

GENERAL FUND FOR FEBRUARY NUMBER 03: Member Denniston moved to approve payment of the General Fund's audited vouchers numbered 30-55 in the amount of \$43,569.88. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

HIGHWAY FUND FOR FEBRUARY NUMBER 03: Member MD moved to approve payment of the Highway Fund audited vouchers numbered 1027-1045 in the amount of \$661603.21, Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

SEWER DISTRICT #1 FUND FOR FEBRUARY NUMBER 03: Member Denniston moved to approve payment of the Sewer District #1 audited voucher's numbered 2010-2021 in the amount of \$15,463.25. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

WATER DISTRICT #1 Fund FOR FEBRUARY NUMBER 03: Member Denniston moved to approve payment of the Water District #1 audited vouchers 3007-3011 in the amount of \$4,825.01 , Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays-None

MONTHLY REPORTS

SUPERVISOR'S MONTHLY REPORT FOR FEBRUARY 2016: Member Stiles moved to accept the Supervisor's Monthly Report in Short form for February 2017. Member Denniston seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays –None

TOWN CLERK'S MONTHLY REPORT: Member Stiles moved to accept the Town Clerks Monthly Report for February 2017. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

TAX COLLECTORS REPORT: Member Denniston moved to accept the Tax Collectors Monthly Report for the period of January 01st 2017-March 07th 2017. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

SEWER DISTRICT OPERATIONS REPORT: Representatives Ken Scherrieble and Dave Coish were present from the Camden Group. Supervisor Kaminski received a call from Leaches, they said that they can't pick up the trash because there is sewage in it. Coish said that they contacted Syracuse haulers that afternoon and they confirmed that they will now be picking up the trash. Kaminski asked if they are aware of what they are hauling because the other company had a problem with is. Coish said yes. Casella used to be the hauler, but they didn't want to do this area anymore, so Leaches took over. Coish called and found a different hauler. There was some discussion on the fact that the DEC will be changing their reporting on SPEDS permits. Coish said that he has already taken care of that. Kaminski asked what the Inventory was for. Coish said that is was done so the town knows what they have. Member Stiles moved to accept the Sewer Districts Report. Member Denniston seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

WATER DISTRICT OPERATIONS REPORT: Doug Withey reported that there was a problem on Saturday during the Spartan race. He reported that it appears that there was a large draw of water. Withey said that it upset the hotel and caused a hammer surge. This over stressed the pipes and could put out a water main. Withey said that they were authorized to let them have free water from the pump house, but they went ahead and used a fire hydrant. He said that this caused the fire alarm to go off at the hotel because the pressure valve caused a severe change in temperature. He said that the alarm triggers if there is a loss of pressure or power. Withey said that the fire hydrant was changed and there was a customer who had a leaky gasket on a water meter that has been taken care of. Member Stiles moved to accept the Water Districts Report. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays-None

ANIMAL CONTROL OFFICER'S REPORT: Member Stiles moved to accept the Animal Control Officer's Report. Member Pelton seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays-None

CODE ENFORCEMENT AND ZONING OFFICERS REPORT: A written report was submitted by Code and Zoning Officer Craig Umbehauer. Umbehauer brought up concerns that it was called to his attention that the emergency driveway routes were blocked during the Spartan race. He said that these lanes need to be kept clear at the Lodge in the case of an emergency. Member Stiles was also concerned. Wes Kryger from Greek Peak said that the whole set up will be changed next year. Kaminski asked how the off-sight parking worked out. Kryger said because of the volume it was good. He said there was only about an hour that the traffic got backed up. Member Stiles motioned to accept the Code and Zoning Officers report. The motion was seconded Member Snow. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

COUNTY LEGISLATOR'S REPORT: County Legislator Sandy Price submitted A written report. Price reported that on Tuesday night at the CCTV meeting there will be some discussion on what folks think about the jail. Kaminski said that the City contacted outlying towns to explore different options for worker's compensation. Price said that she is aware of that and she feels that they are doing their due diligence to get the best value. There was some discussion on the County looking to negotiated a cut in sales tax. Price said that they are meeting with Kevin Whitney about sales tax. She said there is no negotiations going on now. She said that they are working within his group. Stiles said that he doesn't think it's a bad idea. Price wanted to introduce Mr. David Alexander. Supervisor Kaminski said that he would allow Mr. Alexander to speak at the beginning of new business. Member Stiles motioned to accept the Cortland County Legislators report. The motion was seconded Member Denniston. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

YOUTH COMMISSION: Teri Pelton said that things are going well. She said that they purchased the lap top. They are planning a dance. Member Stiles motioned to accept the Virgil Youth Commissions report. The motion was seconded Member Snow. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

HOPE LAKE OPERATIONS REPORT: Wes Kryger thanked the board for the use of picnic tables during the Spartan race. Kaminski said that a letter was sent to Senator Seward and Assembly Women Barbara Lifton regarding grant funding to repair Hope Lake. He said he had not heard back from them yet, but he will keep the board informed, as to what options are out there.

HIGHWAY SUPERINTENDENTS REPORT: Highway Superintendent John Morse was present and submitted a written report. Morse asked if the board had any questions. Morse said that the board approved an appointment last month, but it didn't work out. Morse wanted the board to consider setting the pay for Dan Courtney at \$18.00 an hour, as he has more experience than the former appointee. Member Denniston motioned to accept the Highway Supervisor report. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-049 APPROVE THE PAY RATE OF NEW HIGHWAY EMPLOYEE DAN COURTNEY AT \$18.00 AN HOUR: Member Stiles made a motion to approve the pay rate of Dan Courtney at \$18.00 an hour as presented. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

OLD BUSINESS

UPDATE ON THE GRANT FOR THE CREEK RECLAMATION: Supervisor Kaminski said that there is some money left over from the grant, approximately \$12,000. He said that the trees still need to be ordered. Member Stiles said that the price quote is per tree and is based on the type of tree chosen. He said that they can purchase up to 15 trees. The types of trees available are Cornus Mas (Cherry Dogwood or Ligustrum (privet). Stiles said that the trees will be 5-6 tall when you buy them and they will grow to be 20 feet tall. Member Pelton asked if the trees will block the plant or will they be tall and thin and just block what's above. Stiles said they will be bushy.

RESOLUTION #17-049 PURCHASE TREES FOR THE SEWER TREATMENT PLANT: Member Denniston motioned to approve the purchase of 15 Ligustrum 9privet) Shrubs at \$130.00 per shrub from CounTree Lawn & Landscape for a total cost of \$1950.00. Member Stiles seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

DRAFT LOCAL LAW #1- RENEWABLE ENERGY FACILITIES LAW: Supervisor Kaminski reported that he the Solar Committee met a couple of times. He said there was some discussion on the dismantling and abandonment clause, he said that the committee was not happy with what was written. He said the committee liked what was written in the windmill abandonment clause. Kaminski asked what the board would like to do, do they want to remove the abandonment clause. Kaminski said that the developer that is working with the Lynches needs a letter from the board to move forward. Kaminski said that the comprehensive plan will be changed. He is hoping to be able to have a letter to the solar representative that night to allow them to move ahead with the project. Kaminski said there was some questioning on wording. Member Denniston asked if they want the letter to include that the project is dependent on what is passed in the local law/ Attorney Snyder amended the letter to include that wording.

RESOLUTION #17-050 APPROVAL OF THE LETTER TO THE SOLAR COMPANY REGARDING THE LYNCH PROJECT: Member Stiles motioned to approve the letter with Member Denniston’s recommendations added. Member Snow seconded the motion. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

DISCUSSION ON SOLAR LOCAL LAW #1 OF 2017: Supervisor Kaminski said that the committee has worked on cleaning up some wording. He said that the committee liked the abandonment clause that was written for wind. Kaminski said that there will have to be a public hearing on the Proposed Solar Law. He said that there must be a clause added to the Comprehensive Plan stating that the town is open to alternative energy. Attorney Snyder said that the proposed language will need to be presented before the local law goes to a public hearing. Kaminski said that they are going to allow roof top mounts. He also said that the state has a limited size of the solar arrays to be 24 acres and 2 megawatts. Kaminski said that once the board approves a solar law, it will be turned over to the planning board. Snyder said that there is a process, that the wording in the comprehensive plan needs to be changed first, because the Solar Law would work from the comprehensive plan. Attorney Snyder wrote a clause that will be added to the comprehensive plan and read it to the board.

RESOLUTION #17-051 APPROVAL OF AMENED THE COMPREHENSIVE PLAN: Member Denniston motioned to approve amending the comprehensive plan based on what Attorney Snyder wrote and to have it submitted to the County Planning Board. Member Stiles seconded the motion Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None

RESOLUTION #17-052 SET DATE FOR THE PUBLIC HEARING ON THE AMENDMENT TO THE COMPREHENSIVE PLAN AND ON THE PROPOSED LOCAL LAW #1 OF 2017 SOLAR ENGERY SYSTEMS: Member Denniston motioned to set the meeting date of the public hearing to April 13th at 6:00 PM to amend the comprehensive plan and to discuss Local Law #1 of 2017 Solar Energy Systems. Member Pelton seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-053 APPROVE THE TSSERR AGREEMENT WITH TOMPKINS COUNTY: Member Stiles motioned to approve the TSSER Agreement with Tompkins County. Member Denniston seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

NEW BUSINESS

DISCUSSION HEALTH CARE UPGRADE- FOR TOWN EMPLOYEES: Supervisor Kaminski said that the employees that are using the towns health care would like to look at the present plan and potentially upgrade for following year. Kaminski said they would have to give the consortium 90 days’ notice before any changes are made. They would like to start exploring different options. Any changes would have decided on by mid-September. Kaminski and member Snow had a meeting set for 12:30 the following day. Changes can only be made the first of the year and must be done in writing.

NOTICE OF LAW SUITE- YAWS: Supervisor Kaminski wanted to call the Boards attention that the Town received a prerequisite notice of claim from YAWS Environmental. Attorney Snyder said that means they would have to file a law suit within 90 days. Snyder said he didn’t feel they had a case as they were well aware that the town was going out to bid.

CLOSE OUT 2016 BOOKS: Supervisor Kaminski asked the Towns Bookkeeper Gina Nourse to close out the 2016 the books. Kaminski said they was a surplus of \$24,460.00, which means that the budget is very tight.

RESOLUTION #17-054 2016 FINAL BUDGET AMENDMENTS: Member Stiles made a motion to approve the 2016 Final Budget Amendments as presented by the Bookkeeper. The motion was seconded by Member Denniston. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-055 APPROVAL OF TRANSFERS TO RESERVES: The Bookkeeper Gina Nourse recommended the following transfers:

From: General Fund	To: Retirement Reserve	Amount:\$3,054.00
	Unemployment Reserve	\$ 500.00
From: Highway Fund	To: Retirement Reserve	Amount: \$2,907.00
	Unemployment Reserve	\$ 500.00
From: Water District	To: Repair Reserve	Amount:\$10,000

Member Stiles motioned to approve the Transfers to reserves as presented from the Bookkeeper. Member Denniston seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-056 APPROVAL OF APPOINTMENT OF TEMPORARY DEPUTY TOWN CLERK MAR. 10TH-17th Member Stiles motioned to approve the appointment made by Town Clerk Van Donsel to appoint Diane Michaud temporary Deputy Town Clerk from March 10th to March 17th 2017 and to set her salary at \$11.94 an hour based on what was approved at the organizational meeting dated Jan. 12th 2017. Member Denniston seconded the motion. Vote: Ayes-Members Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-057 APPROVAL OF APPOINTMENT OF DEPUTY TOWN CLERK AND DEPUTY REGISTRAR AND TO SET THE SALARY: Town Clerk Alane Van Donsel Appoints Carla Plunkett as Deputy Town Clerk and Deputy Registrar. The Salary shall be to what was approved by the Town Board at the reorganizational meeting dated January 12th, 2017 as \$11.94 an hour paid bi-weekly, not to exceed the 2017 Town Budget line for Deputy Town Clerk. Member Stiles motioned to approve the appointment made by Town Clerk Van Donsel to appoint Carla Plunkett as Deputy Town Clerk and Deputy Registrar. The board approves that and sets the salary of for the Deputy as \$11.94 an hour to remain within the Town Budget. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

DISCUSSION ON NEW TEN-WHEELER: Supervisor Kaminski has looked at the history of buying ten wheelers and he said that the town is not due to purchase another one now. Superintendent Morse we were out of sync because one was purchased ahead of time because the one was in such bad shape. Morse said that they plan on selling the '94 this spring. There was some discussion on the timing and the cycle. It was stated that a truck was just paid off last fall. Kaminski said they are a year ahead of time. Morse agreed and said that the one we just bought is out of sync. Kaminski stated that the town is paying for the one now. Kaminski wanted to know what the board pleasure was. Morse said that the Highway Department is going to put up the money and they may be able to bond for less. Kaminski said that this should be discussed at budget time. Morse said the Highway Department could come up a \$100,000 to put towards it and another \$10,000 from grant money. Morse stated that a truck was sold in Harford for \$6,000 and it was shipped to Africa. Denniston said that they should take a shorter bond on the new truck, because the town still has a bond on the 2015 and It won't be paid off until 2020. He would like to see the town come up with more money down. He said that they have to look at the Look numbers. Kaminski wanted to know where Morse is coming up with \$100,000. Morse said \$36,000 from the machinery fund, \$50,000 from CHIPS money, \$5,000 out of the summer and winter account, \$10,000 from grant work done at the sewage treatment plant. Member Snow want to know how long the price is good through. It was stated it might be good for the next six months, Morse said they usually go up \$2000-\$5000. Denniston said he's going to work on this.

RESOLUTION #17-058 TAX COLLECTING EXTENSION OF TIME: Member Stiles motioned to approve the extension of tax collecting to June 1st, 2017. Member Snow seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

2018 WORKER'S COMPENSATION TENTATIVE CALCULATION: Supervisor Kaminski said that per the 2018 worker's compensation calculation from the county the cost of coverage will be increasing by \$27,000 going up to \$47,000. Kaminski said that the board is going to have to work on the numbers. Member Stiles said they are going to have to look at other options.

UPGRADE TO AGENDA PROGRAM: Town Clerk Van Donsel presented three options to update the agenda program. Member Denniston said that they should look at what Tompkins County is using. Loren Cotterill from Tomkins County said they have been using this company for six to seven years and he said that it connects with Laser Fische. At the end of the year all the agendas go to long term storage and it's completely searchable.

RESOLUTION #17-059 PERMIT 33A PERMISSION FOR HOLLENBECK'S CYCLING RACE: Supervisor Kaminski said that there will be a bike race held in the Town of Virgil at Hollenbeck's, they will be using the town roads. Hollenbeck's is applying for permit through the NYS DOT and they need proof from the Town that they have permission to hold the race here. Member Stiles said that they have no objections, however they do request that they do not spray paint the guard rails. Member Denniston motioned to allow the

Hollenbeck's Race to be held in the Town of Virgil. Member Pelton seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

RESOLUTION #17-060 CHANGE THE DATE OF THE TAX GRIEVANCE DAY IN VIRGIL: Assessor Brain Fitts is proposing to change the Grievance day in Virgil to the 2nd Tuesday after the 4th Tuesday In May. Member Stiles made a motion to approve the changing of the Grievance Day to the 2nd Tuesday after the 4th Tuesday in May. Member Pelton Seconded the motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays- None.

INCREASE ON TIPPING FEES AT THE COUNTY LANDFILL: Supervisor Kaminski wanted the board to be aware that the tipping fees at the county land fill will be increasing.

DISCUSSION CONTINUED: Member Denniston wanted to ask some questions about the potential Law Suit with YAWS environmental. Denniston wanted to know where the Town stands on this matter. Attorney Snyder said that he sent the minutes of the board meetings showing that they had representation at the meetings when the board was talking about going out to bid. Dave Coish was there. He sent them copies of the legal ad showing the town was going out to bid.

With no further business to discuss, Member Stiles moved to adjourn the meeting at 8:50 P.M. Member Pelton seconded the Motion. Vote: Ayes-Members Pelton, Snow, Denniston, Stiles and Kaminski. Nays: None.

Respectfully Submitted by,

Alane Van Donsel, Virgil Town Clerk

General Fund

Checking	\$ 10,370.11	
Savings	\$ 279,640.74	
Building Reserve	\$ 176,066.51	
Transfer Station Reserve	\$ 68,026.41	
Retirement Reserve	\$ 16,115.92	
Petty Cash	\$ 150.00	
Total		\$ 550,369.69

Highway Fund

Checking	\$ 3,726.82	
Savings	\$ 380,035.39	
Equipment Reserve	\$ 936.62	
Retirement Reserve	\$ 15,940.43	
Total		\$ 400,639.26

Community Development Fund

Checking	\$ 154.13	
Savings	\$ 248,160.80	
Total		\$ 248,314.93

Sewer Capital Project \$ 47,121.16

Walking Trail Capital Project \$ 7,069.66

Recreational Area Capital Project

Checking	\$ 544.95	
Maintenance Acct.	\$ 1,732.17	
Total		\$ 2,277.12

Capital Project - Hall Addition

Checking

Sewer Dist #1

Checking	\$ 3,160.72	
Savings	\$ 81,859.92	
Repair Reserve	\$ 44,088.37	
Total		\$ 129,109.01

Water Dist. #1

Checking	\$ 3,624.26	
Savings	\$ 34,997.18	
Repair Reserve	\$ 233,130.87	
Total		\$ 271,752.31

Unemployment Reserve \$ 5,669.67

Trust & Agency Fund \$ 4,128.80

GRAND TOTAL \$ 1,666,451.61

MONTH/YEAR MARCH

TOWN OF VIRGIL

2017

GENERAL FUND

<u>RECEIPT #</u>	<u>FROM WHOM/WHAT</u>	<u>DATE</u>	<u>AMOUNT/WHERE</u>
4049	Clerk	3/3	1565.38 ck
	(ID fees 342 ⁰⁰)		
4050	Charter Comm.	3/7	812.90 ck
4101	Justice	3/7	4698 ⁰⁰ ck
4103	Greek Peak (A2025)	3/17	1000 ⁰⁰ ck
4109	Am. PWR + Gas (rebate - electric)	3/31	799.74 ck
4111	Athenian Heights HOA { 2016 \$1711.54 2017 \$1011.84 }	3/31	2723 ³⁸ ck
4112	Dionesean Heights HOA { 2016 \$972.00 2017 \$1264.80 }	3/31	2237 ⁷⁰ ck

MONTH/YEAR MARCH

TOWN OF VIRGIL 2017

HIGHWAY FUND

<u>RECEIPT #</u>	<u>FROM WHOM/WHAT</u>	<u>DATE</u>	<u>AMOUNT/WHERE</u>
4108	Cent. School	3/24	455 ⁰⁰ ck

MONTH/YEAR MARCH

TOWN OF VIRGIL 2017

COMMUNITY DEVELOPMENT FUND

<u>RECEIPT #</u>	<u>FROM WHOM/WHAT</u>	<u>DATE</u>	<u>AMOUNT/WHERE</u>
4106	Virgil Ent.	3/21	1001 ³⁶ SV

MONTH/YEAR MARCH

TOWN OF VIRGIL

2017

SEWER DISTRICT

<u>RECEIPT #</u>	<u>FROM WHOM/WHAT</u>	<u>DATE</u>	<u>AMOUNT/WHERE</u>
4102	Pymts	3/7	3703.67 SV
4104	Green Peak (Lease)	3/17	1000 ⁰⁰ SV SV
4105	Pymts	3/17	368.39 SV
4107	Pymts	3/24	521.51 SV
4110	"	3/31	360.47 SV

MONTH/YEAR MARCH

TOWN OF VIRGIL 2017

WATER DISTRICT

<u>RECEIPT #</u>	<u>FROM WHOM/WHAT</u>	<u>DATE</u>	<u>AMOUNT/WHERE</u>
4102	Py mts	3/7	399.57 SV
4105	"	3/17	232.67 SV
4107	"	3/24	538.01 SV
4110	"	3/31	227.68 SV

DATE	ACTION	Building Fund & Repair Reserve	Transfer Station Reserve	Equipment Reserve	Sewer Repair Reserve	Water Repair Reserve	Unemployment Reserve	General fund Retirement Reserve	Highway Fund Retirement Reserve	TOTAL
1/1/2017	Balance	\$ 182,236.20	\$ 91,435.08	\$ 26,927.07	\$ 44,065.58	\$ 223,015.62	\$ 4,667.26	\$ 13,055.18	\$ 12,826.81	\$ 598,228.80
	Interest	\$ 32.45	\$ 16.28	\$ 4.79	\$ 7.86	\$ 39.71	\$ 0.83	\$ 2.32	\$ 2.28	\$ 106.52
	ID fees		\$ 378.00							\$ 378.00
	Transfers	\$ (6,261.75)								\$ (6,261.75)
		\$ 176,006.90	\$ 91,829.36	\$ 26,931.86	\$ 44,073.44	\$ 223,055.33	\$ 4,668.09	\$ 13,057.50	\$ 12,829.09	\$ 592,451.57
2/1/2017	Interest	\$ 30.07	\$ 15.69	\$ 4.60	\$ 7.53	\$ 38.11	\$ 0.80	\$ 2.23	\$ 2.19	\$ 101.22
	ID fees		\$ 828.00							\$ 828.00
	Transfers		\$ (25,000.00)	\$ (26,000.00)						\$ (51,000.00)
		\$ 176,036.97	\$ 67,673.05	\$ 936.46	\$ 44,080.97	\$ 223,093.44	\$ 4,668.89	\$ 13,059.73	\$ 12,831.28	\$ 542,380.79
3/1/2017	Interest	\$ 29.54	\$ 11.36	\$ 0.16	\$ 7.40	\$ 37.43	\$ 0.78	\$ 2.19	\$ 2.15	\$ 91.01
	ID fees		\$ 342.00							\$ 342.00
	Transfers					\$ 10,000.00	\$ 1,000.00	\$ 3,054.00	\$ 2,907.00	\$ 16,961.00
		\$ 176,066.51	\$ 68,026.41	\$ 936.62	\$ 44,088.37	\$ 233,130.87	\$ 5,669.67	\$ 16,115.92	\$ 15,740.43	\$ 559,774.80
4/1/2017	Interest	\$ 29.09	\$ 11.24	\$ 0.15	\$ 7.28	\$ 38.52	\$ 0.94	\$ 2.66	\$ 2.60	\$ 92.48
	ID fees		\$ 567.00							\$ 567.00
		\$ 176,095.60	\$ 68,604.65	\$ 936.77	\$ 44,095.65	\$ 233,169.39	\$ 5,670.61	\$ 16,118.58	\$ 15,743.03	\$ 560,434.28

TOWN CLERK'S MONTHLY REPORT

TOWN OF VIRGIL, NEW YORK

MARCH, 2017

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255

<u>4</u>	DECALS	<u>6.89</u>
<u>2</u>	CERTIFIED COPIES	<u>60.00</u>

TOTAL TOWN CLERK FEES **66.89**

A1270

<u>67</u>	PHOTO ID FEE	<u>644.00</u>
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TOTAL A1270 **644.00**

A1670

<u>2</u>	POSTAGE	<u>12.83</u>
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TOTAL A1670 **12.83**

A2544

<u>37</u>	DOG LICENSES	<u>402.00</u>
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TOTAL A2544 **402.00**

A2590

<u>3</u>	BUILDING PERMITS	<u>254.00</u>
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TOTAL A2590 **254.00**

A2655

<u>27</u>	PHOTOCOPIES	<u>6.75</u>
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TOTAL A2655 **6.75**

TOWN CLERK'S MONTHLY REPORT

MARCH, 2017

page 2

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	<u>1,386.47</u>
PAID TO NYS DEC FOR DECALS	<u>118.11</u>
PAID TO AG & MARKETS FOR DOG LICENSES	<u>66.00</u>
TOTAL DISBURSEMENTS	<u>1,570.58</u>

APRIL 1, 2017

_____, SUPERVISOR
JOHN P. KAMINSKI

STATE OF NEW YORK, COUNTY OF CORTLAND, TOWN OF VIRGIL

I, Alane Van Donsel _____, being duly sworn, says that I am the Clerk of the TOWN OF VIRGIL that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Town Clerk

Town of Virgil
Record of County & Town Payment Summary by Purpose
For Payments dated 01-03-2017 through 04-07-2017
ALL SWIS CODES

Purpose	Swis Code	School Code	Tax Amount	Amount Paid	% of Total	Amount Unpaid
County Taxes	1146		\$2,528,293.46	\$2,326,427.14	92.02	\$201,866.32
Town of Virgil	1146		\$500,743.09	\$443,334.78	88.54	\$57,408.31
School Relevy	1146		\$28,335.66	\$15,319.89	54.07	\$13,015.77
Relevy Sewer			\$637.79	\$542.00	84.98	\$95.79
Relevy Water			\$345.12	\$332.21	96.26	\$12.91
Virgil Fire			\$234,800.44	\$208,063.70	88.61	\$26,736.74
Virgil sewer			\$110,827.71	\$106,480.96	96.08	\$4,346.75
Virgil water			\$52,972.24	\$50,510.96	95.35	\$2,461.28
Total:			\$3,456,955.51	\$3,151,011.64	91.15	\$305,943.87



131 Port Watson Street, Cortland New York, 13045

Office: 607-753-1477

Fax: 607-753-1479

www.w2ojenae@outlook.com

April 7, 2017

Mr. John Kaminski
Town of Virgil Supervisor
1176 Church Street
Cortland, NY 13045

Re: March Operations Report for the Town Water System

Mr. Kaminski and Virgil Town Board Members,

There were no issues with the system for the month and all samples came back normal. Meters were read in the last week of March. We are still waiting for the new reader to come in.

With the last of the snow melting, we removed the hydrant stakes and put them back in storage.

The new owner of unit 5C reported a water line break to the town and asked that his water be turned on. We installed a new service valve and meter setter inside the condo and turned the water back on for him.

Sincerely,

Jenae Withey

Country Acres Animal Shelter**Disposition Register 03-01-2017 to 03-31-2017**

Record count on this entire report: 15

Run Date: 03-31-2017 02:19:56 PM by Lindsay Andersen

Group By Town

Order By Town

Page Number: 7 of 8

Town: VIRGIL

<u>Case ID</u>	<u>Disposition Method</u>	<u>Intake Date</u>	<u>Disposition Date</u>	<u>Days in Shelter</u>	<u>Kennel/ID</u>	<u>Pet Name</u>	<u>Animal</u>
01-31-2017 1	Adopted	01-29-2017	03-23-2017	54		Daisy	#1603.F.Dog.Chihuahua
03-24-2017 4	Adopted	03-01-2017	03-17-2017	17			#1633.F.Dog.Chihuahua
03-24-2017 5	Adopted	03-01-2017	03-16-2017	16		Sky	#1634.F.Dog.Chihuahua
03-24-2017 6	Adopted	03-01-2017	03-16-2017	16		Rico	#1635.M.Dog.Chihuahua
03-24-2017 7	Adopted	03-01-2017	03-19-2017	19			#1636.M.Dog.Chihuahua
03-24-2017 8	Adopted	03-01-2017	03-21-2017	21		Max	#1637.M.Dog.Chihuahua
End of Group	Group count: 6			143			

LEGISLATOR' S REPORT FOR APRIL 2017

The month of March was designated "Donate Life". Currently there are 119,000 men, women and children awaiting organ transplant in the United States, 9,000 in New York State. A single individual's donation of organs can save up to eight lives while a donation of tissue can save up to fifty others and a single donation of blood can help three people in need. I signed up.

How about you?

March was also declared Child Abuse Prevention Month. Child abuse and neglect not only effects the children but also families and society as a whole. Community resources need to support families and children. Children are our most important resource.

Budget work for 2018 has started. Just keeping the status quo will mean an 11% increase. That of course is unacceptable. This does not include anything for a new jail or County Office Building security. I will keep you informed.

A resolution was unanimously passed asking the Governor and the State Legislature to amend the Secure Ammunition and Firearms Enforcement (SAFE) Act to exclude all of New York State with the exception of the N.Y. city area. Time will tell.

A home rule request to the state legislature for Cortland County to raise the sales tax by an additional half per cent. The thought was that this additional revenue would reduce outstanding debt and fund the construction of a new correctional facility. If approved in Albany it would come back to the legislature for a public hearing and vote. I did not support this and voted NO.

The consensus was to hold off until next year for sales tax contract negotiations. Several factors played into this including letting the next Legislature make those decisions. The contract is up June 2018 so there is time.

Is there anything I should be aware of or doing?

Thoughts for the month:

Invest in your mind. Invest in your health. Invest in yourself. Never underestimate the investment you make in yourself. You can't pour from an empty cup- invest in yourself

so, that you may be of greater benefit to yourself and others.

"Kind words can be short and easy to speak, but their echoes are truly endless."

- Mother Teresa

Sandy Price

1189 Church Street
Cortland, NY 13045
Cell phone 423-1019
Email-sandyprice@frontiernet.net

Policies and Coverage	Effective Date	Expiration Date	Premium
Municipal Property and Liability Policy	04/01/2017	04/01/2018	
Municipal Property			\$6,642.90
Boiler & Machinery			\$921.80
Municipal General Liability			\$7,923.30
Municipal Crime	04/01/2017	04/01/2018	\$398.20
Municipal Inland Marine	04/01/2017	04/01/2018	\$6,602.20
Municipal Automobile	04/01/2017	04/01/2018	\$5,836.60
Municipal Owners/Contractors Protective Liability	04/01/2017	04/01/2018	\$275.00
Municipal Public Official			\$3,859.90
Municipal Law Enforcement Liability			\$0.00
Healthcare General Liability			\$0.00
Healthcare Professional Liability - Occurrence			\$0.00
Healthcare Professional Liability - Claims Made			\$0.00
Municipal Excess Catastrophe Liability	04/01/2017	04/01/2018	\$2,500.30
TOTAL NYMIR PREMIUM			\$34,960.20
Policy Fees			
Fire Fee			\$34.24
NYS Boiler Inspection Fee			\$0.00
MV Enforcement Fee			\$160.00
TOTAL SUBSCRIBER FEES			\$194.24

TOTAL SUBSCRIBER PREMIUM		\$34,960.20
TOTAL SUBSCRIBER PREMIUM + FEES		\$35,154.44

*Annual Capitalization is payable in each of the municipality's first five years of Reciprocal Membership

THIS IS NOT AN INVOICE

