

Otisco Town Board Meeting
Thursday November 6, 2025 6:30pm

Minutes of the Regular Monthly Meeting of the Town of Otisco that was held November 6, 2025 at 6:00 PM at the Otisco Town Hall, 1924 Barker Street, Tully, New York with the following present:

Present: Supervisor Glenn Hall
Councilman Roger Volles
Councilman Tyler Knapp
Councilman Jesse Spaulding
Councilman Doug LaFrance

Others present: Highway Superintendent Douglas Hoffman, Financial Advisor Thomas Chartrand, Attorney for the Town Craig Billinson, Cheryl Brunet, Town Clerk and Mandie Young, Deputy Town Clerk.

Also present were town residents, Olin Stratton, Ann Ruggles and Janice DuRocher, Tim Knowles, project developer with ClearPath Energy and Elizabeth Weatherby of AKRF.

This meeting was called to order by Supervisor Hall at 6:00 pm and the pledge to the flag was given.

PUBLIC HEARING ON THE 2026 PRELIMINARY BUDGET

Motion was made by Councilman Spaulding and seconded by Councilman Volles to open the Public Hearing at 6:00 pm.

Financial Advisor Thomas Chartrand gave an overview of the proposed preliminary budget for 2026. Also discussed were the fire district budget, tax caps and estimated tax impacts.

There were no public comments.

Motion was made by Councilman Knapp and seconded by Councilman Volles to close the Public Hearing at 6:09 pm.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

The Regular Meeting was called to order by Supervisor Hall at 6:09 pm

Motion was made by Councilman Volles and seconded by Councilman Spaulding to **adopt the 2026 Preliminary Budget as the Final Town Budget for 2026.**

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

An official copy of the 2026 Budget was provided to the Town Clerk.

SUPERVISOR’S REPORT

The Supervisor’s Report was given by Financial Advisor Thomas Chartrand.

Motion was made by Councilman Knapp and seconded by Councilman Spaulding to pay the December General Fund 2025 payroll on December 9, 2025.

(All in favor, motion carried)
(Hall, Volles, LaFrance, Knapp and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman Volles to accept the Supervisor’s Report.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman LaFrance to approve the following Transfer of Appropriations:

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

From:

| | | | |
|----------|-----------------|-------------|------------|
| DA5110.4 | General Repairs | Contractual | \$5,600.00 |
| | | Total | \$5,600.00 |

To:

| | | | |
|----------|-----------------|-------------------|------------|
| DA5110.1 | General Repairs | Personal Services | \$5,600.00 |
| | | Total | \$5,600.00 |

Motion was made by Councilman LaFrance and seconded by Councilman Knapp to approve the Bank Reconciliation Statement presented to the Town Board by Financial Advisor Thomas Chartrand.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Volles and seconded by Councilman Knapp to pay the bills out of the proper funds. General Fund - Abstract #11 \$13,404.88 and Highway - Abstract #11 \$22,950.72.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

The minutes of the October 13, 2025 Regular Monthly Meeting were made available to the Town Board members via email and discussed.

Motion was made by Councilman Spaulding and seconded by Councilman Volles to accept the October 2025 minutes.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes

ClearPath Solar Presentation

Tim Knowles, project developer with ClearPath Energy and Elizabeth Weatherby of AKRF gave a presentation of the planned community based solar farm on Lords Hill. They provided a project overview, site details, environmental considerations, infrastructure plans, and visual and safety measures. Permitting was discussed.

HIGHWAY

Superintendent Douglas Hoffman reported:

- Truck and equipment have been ordered.
- Currently brush-hogging and ditching
- Snow plows are ready to go
- Called to have the port-a-john picked up.
- New employee hired
- Will have 2 trucks to sell, will be put on auction
- No salt shortage - yet

BUSINESS DISCUSSION

Cell Tower

Up and running!

Litigation Update

The court date has been postponed again. Attorney Billinson stated that the new date will be just before Christmas or in January.

Clay Road Abandonment

Motion was made by Councilman Spaulding and seconded by Councilman Volles to **schedule a public hearing for the Clay Road abandonment in February 2026.**

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes

Senior Citizen Exemption Review

Town Clerk/Assessor Clerk Brunet presented the Senior Citizen exemption proposal to align town income limits with the County and the impact analysis.

Motion was made by Councilman Spaulding and seconded by Councilman LaFrance to **schedule a public hearing in for the Senior Citizen Exemption Income Limit increase in January 2026.**

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes

PUBLIC HEARING ON LOCAL LAW #6 OF 2025 – IMPOSING A SIX (6) MONTH MORATORIUM OF COMMERCIAL AND INDUSTRIAL CONSTRUCTION WITHIN THE TOWN OF OTISCO

Motion was made by Councilman Knapp and seconded by Councilman Spaulding to open the Public Hearing at 7:00 pm

Attorney Billinson explained the scope and rationale for continuation of the local law.

There were no public comments.

Motion was made by Councilman Spaulding and seconded by Councilman Knapp to close the Public Hearing at 7:04 pm.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Volles and seconded by Councilman Spaulding to adopt **LOCAL LAW #6 OF 2025** – IMPOSING A SIX (6) MONTH MORATORIUM OF COMMERCIAL AND INDUSTRIAL CONSTRUCTION WITHIN THE TOWN OF OTISCO

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

PUBLIC HEARING ON THE ENACTMENT OF A LOCAL LAW ESTABLISHING MINIMUM SETBACK REQUIREMENTS FOR PERMANENT STRUCTURES IN THE TOWN OF OTISCO

Motion was made by Councilman LaFrance and seconded by Councilman Knapp to open the Public Hearing at 7:10 pm

Supervisor Hall and Attorney Billinson addressed the reasoning for enacting setback requirements in the Town of Otisco. Residential, agricultural, commercial and industrial structures have different setbacks. Also stipulations for loading dock requirements, the variance process and fines for violations.

Olin Stratton asked if neighbors need to be notified when requesting a variance. Attorney Billinson replied that yes, it would be required as a policy when the variance is submitted. Easements are not addressed in this law.

PUBLIC HEARING ON THE ENACTMENT OF A LOCAL LAW REGULATING THE SITING, INSTALLATION, AND OPERATION OF GENERATORS IN THE TOWN OF OTISCO

Motion was made by Councilman Volles and seconded by Councilman LaFrance to open the Public Hearing at 7:20 pm

Supervisor Hall and Attorney Billinson explained the scope and rationale for the local law. The intent is to regulate siting, installation and operation of residential standby generators as well as agricultural, commercial and industrial generators to protect the health, safety and welfare of town inhabitants. This law does not restrict portable generators, however the noise ordinance still applies to portable generators.

Councilman LaFrance inquired about the vertical exhaust pipe. The code enforcement officer will ensure manufacturers' requirements are adhered to.

Janice DuRocher asked about setback requirements specifically for residential generators as well as the maximum duration for weekly generator tests (30 minutes)

Motion was made by Councilman LaFrance and seconded by Councilman Knapp to close both Public Hearings at 7:32 pm.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman Knapp to adopt **LOCAL LAW #7 OF 2025** ESTABLISHING MINIMUM SETBACK REQUIREMENTS FOR PERMANENT STRUCTURES IN THE TOWN OF OTISCO

and **LOCAL LAW #8 of 2025** REGULATING THE SITING, INSTALLATION, AND OPERATION OF GENERATORS IN THE TOWN OF OTISCO

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Volles and seconded by Councilman Knapp directing the Town Clerk to post the Standard Workday Report.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman LaFrance to Adjourn the Town Board meeting @ 7:38 pm.

(All in favor, motion carried)
(Hall, Knapp, Volles, LaFrance, and Spaulding) Ayes 5 Noes 0

Respectfully submitted: _____
Cheryl Brunet, Town Clerk