

## February 9, 2026

Minutes of the Regular Monthly Meeting of the Town of Otisco held on February 9, 2026 at 7:00 PM at the Otisco Town Hall, 1924 Barker Street, with the following members present:

PRESENT: Supervisor Glenn R. Hall  
Councilman Jesse Spaulding  
Councilman Roger Volles  
Councilman Tyler Knapp  
Councilman Doug LaFrance

OTHERS PRESENT: Thomas Chartrand, Financial Advisor; Douglas Hoffman, Highway Superintendent; Craig Billinson, Attorney for the Town; Cheryl Brunet, Town Clerk; Mandie Young Deputy Town Clerk; Lauren Adornetto, Attorney for UGE/OYA-Dutch Hill Solar, Brian Manthey, Architect for 206 Amber Beach Rd., and 4 others.

### **PUBLIC HEARING ON THE CLAY ROAD ABANDONMENT**

**Motion was made** by Councilman Knapp and seconded by Councilman LaFrance to open the Public Hearing on the Clay Rd Abandonment.

Supervisor Hall stated that the abandonment has been discussed several times over the past several years. David Frank owns both sides of the road. The decision to finalize the abandonment was made considering the solar project and Dave Frank's agreement to take over the road.

**Motion was made** by Councilman Spaulding and seconded by Councilman Volles to close the Public Hearing on the Clay Road Abandonment.

All in favor, motion carried

(Hall, Spaulding, Volles, Knapp and LaFrance) Ayes 5 Noes 0

### **REGULAR MONTHLY TOWN BOARD MEETING**

**TOWN OF OTISCO**  
**TOWN BOARD RESOLUTION**  
**# 22 of 2026**

**Dated: February 9, 2026.**

**Re: Abandonment of Clay Road located within the Town of Otisco.**

At a meeting of the Town Board of the Town of Otisco, held in the Town Hall in said Town, County of Onondaga, State of New York, on the 9<sup>th</sup> day of February 2026, there were:

PRESENT:

ABSENT:

Glenn R. Hall  
Roger P. Volles  
Jesse Spaulding  
Tyler Knapp  
Doug LaFrance

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Town Clerk: Cheryl Brunet

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Mr. Glenn R. Hall introduced to the Board, a proposed Resolution on the abandonment of a Town Road known as Clay Road within the Town of Otisco pursuant to the written request of the Town's Highway Superintendent.

Mr. Jesse Spaulding then offered the following proposed Town Board Resolution and moved for its adoption and Mr. Tyler Knapp seconded the motion.

**WHEREAS**, the Town Board has considered the written request and comments presented by the Town of Otisco's Highway Superintendent regarding the proposed abandonment of Clay Road located entirely in the Town of Otisco, the Affidavits of Town Supervisor Glenn R. Hall and Town Councilman Roger P. Volle, and whether the proposed abandonment of Clay Road located

in the Town of Otisco is proper, and will not cause injustice or hardship to the owners or occupants of any lands adjoining Clay Road or to Town residents; and

**WHEREAS**, the Town Board has considered all comments and concerns raised concerning the consideration of this Resolution at the public hearing which was on proper notice to the public held on February 9, 2026 to discuss the proposed road abandonment; and

**WHEREAS**, the Town Board has considered the proposed Resolution for the abandonment of Clay Road located within the Town of Otisco; and

**WHEREAS**, the Town Board has considered the financial impact of the enactment of this Resolution on the property taxes imposed in the Town of Otisco, as well as whether the adoption of such Resolution will require the preparation or filing of any Declaration under the New York State Environmental Quality Review Act (“SEQRA”); and

**WHEREAS**, upon due consideration by both the Town of Otisco Highway Superintendent and the Town of Otisco Town Board, it appears to the Town’s Highway Superintendent and the Town Board of the Town of Otisco, pursuant to NY Highway Law Section 205, that the proposed abandonment of Clay Road located in the Town of Otisco is appropriate and is in the Town’s best interests given the lack of use of this roadway for either vehicular and pedestrian use, including persons on horseback, and the projected cost of the Town’s taxpayers to maintain this roadway;

**NOW, THEREFORE**, be it

**RESOLVED**, that the Town of Otisco Town Board hereby determines that the abandonment of Clay Road located in the Town of Otisco is proper and will not cause injustice or hardship to the property owners or occupants of any lands adjoining Clay Road in the Town of Otisco; and it is further

**RESOLVED**, that the Town Board has determined, in consultation with the Attorney for the Town, that pursuant to the New York State Environmental Quality Review Act (“SEQRA”), the proposed abandonment of Clay Road constitutes a Type II action under 6 NYCRR §617.5(c)(4), as a routine administrative or management action by the Town, and under §617.5(c)(30), as an action that does not result in any physical alteration of the environment; and that accordingly, no Environmental Assessment Form, Negative Declaration, or other SEQRA documentation is required.

The Town Board thereupon voted on whether to adopt the proposed Resolution as a Resolution of the Town Board as follows:

Ayes: 5

Nays: -0-

**Be it so Ordered by the Town Board of the Town of Otisco.**

Dated: February 9, 2026  
Otisco, N.Y.

\_\_\_\_\_  
**Glenn R. Hall, Town Supervisor**

\_\_\_\_\_  
**Cheryl Brunet, Town Clerk**

**STATE OF NEW YORK)  
COUNTY OF ONONDAGA) ss.:**

On the \_\_\_\_\_ day of February in the year 2026 before me, the undersigned, personally appeared Cheryl Brunet, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
**NOTARY PUBLIC**

**STATE OF NEW YORK)  
COUNTY OF ONONDAGA) ss.:**

On the \_\_\_\_\_ day of February in the year 2026 before me, the undersigned, personally appeared Glenn R. Hall, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
**NOTARY PUBLIC**

**TOWN CLERK CERTIFICATION**

**STATE OF NEW YORK, COUNTY OF ONONDAGA  
TOWN OF OTISCO**

I, the undersigned, Cheryl Brunet, Town Clerk of the Town of Otisco, do hereby certify that the above Town of Otisco Town Board Resolution is a true and accurate copy of the original Town of Otisco Town Board Resolution requesting the Town Board to make a determination regarding the abandonment of Clay Road located in the Town of Otisco, which Resolution was passed and adopted by the Town of Otisco Town Board on February 9, 2026, and the same was filed in the office of the Town Clerk on February 9, 2026.

\_\_\_\_\_  
**Cheryl Brunet, Town Clerk**

February \_\_\_\_\_, 2026.

The minutes of the January 12, 2026 Regular Monthly Town Board Meeting have been distributed via email to all members of the town board by the Town Clerk prior to the meeting.

**Motion was made** by Councilman Roger Volles and seconded by Councilman Doug LaFrance to accept the January 12, 2026 minutes.

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

### **HIGHWAY SUPERINTENDENT’S REPORT**

SNOW- plowing and keeping the trucks running  
A few breakdowns, guys have been doing great with repairs  
Salt supplies are down by around half, expect to have plenty for the rest of the season.  
Newest employee resigned, part-time help has been working out well.  
Request for a Harbor Freight credit card. Advised to request a billing schedule that works with Town Board meetings to avoid late fees. Also be sure to obtain tax exempt status.

**Motion was made** by Councilman Spaulding and seconded by Councilman LaFrance to approve Superintendent Hoffman to apply for a Harbor Freight Credit Card.

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

### **SUPERVISOR’S REPORT:**

Thomas Chartrand, Financial Advisor distributed a transfer of Appropriations pre-approved at the December meeting with the instructions that they be added to the December minutes.

Thomas Chartrand, Financial Advisor gave the monthly statement of receipts and disbursements for December 2025.

**Motion was made** by Councilman Spaulding and seconded by Councilman LaFrance to accept the December Supervisors Report.

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

Thomas Chartrand, Financial Advisor gave the monthly statement of receipts and disbursements for January 2026.

**Motion was made** by Councilman Volles and seconded by Councilman Knapp to accept the January Supervisors Report.

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

**Motion was made** by Councilman Spaulding and seconded by Councilman Volles to approve the following Transfer of Appropriations dated February 9, 2026:

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

GENERAL FUND:

From:			
A599	Surplus	Closing Balance 2025	<u>\$8,000.00</u>
		Total	\$8,000.00

To:			
A9950.9	Interfund Transfers	Transfer to Building Reserve	<u>\$8,000.00</u>
		Total	\$8,000.00

HIGHWAY FUND:

From:			
DA599	Surplus	Closing Balance 2025	<u>\$1,924,000.00</u>
		Total	\$1,924,000.00

To:			
DA5110.4	General Repairs	Contractual	\$725,000.00
DA5130.2	Machinery	Equipment	<u>\$1,199,000.00</u>
		Total	\$1,924,000.00

## DUTCH HILL SOLAR PROJECT

The attorney for OYA Dutch Hill Rd LLC, Lauren Adornetto has provided supplemental information as needed for the town's oversight on the project. The decommissioning plan and bond amount has been finalized and will be provided to Attorney Billinson. Updated the Board on finalizing the insurance details. The stormwater pollution prevention plan was updated to reflect minor changes to the panel placement and brought into compliance with the state. No major changes to original plan.

## 206 AMBER BEACH ROAD CONSTRUCTION VARIANCE

Brian Manthey gave an overview of the project and the need for the variance considering the recently enacted setback law. Attorney Billinson and Supervisor Hall stipulated that Mr. Manthey notify owners of all parcels within 500 feet of the property. Adjacent neighbors should be notified by certified mail, return receipt requested.

**Motion was made** by Councilman Knapp, seconded by Councilman LaFrance to hold a **public hearing** to consider the *Schnied Family Fish Camp variance request* for 206 Amber Beach Road on March 9, 2026, at 7pm.

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

## BUSINESS DISCUSSION

Supervisor Hall discussed the contract with the Sherriff's office and indicated he will sign the contract this year. No cost to the Town unless we request and receive a patrol service. Insurance will be provided to the County Clerk by Supervisor Hall.

Litigation Update-The suit has been resolved as the generator has been relocated to meet the Town's requirements.

Supervisor Hall presented the changes to our local elections based on the new law aligning local elections with State and Federal election years (even years only).

Discussion regarding a bill submitted by a homeowner replacing a mailbox hit by our plow. Consensus was reached that the Town will replace the mailbox with a standard mailbox. Owner installed, upgraded mailbox's will be at the homeowner's expense.

Superintendent Hoffman and Attorney Billinson clarified that when Clay Rd is abandoned and turned over to Dave Frank, a new driveway permit will be required. Also, any road signs will be removed by the Otisco Highway Dept.

**Motion was made** by Councilman Spaulding, seconded by Councilman Roger Volles to approve the bank reconciliation.

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

**Motion was made** by Councilman Jesse Spaulding and seconded by Councilman LaFrance to pay the bills out of the proper funds. They are General Abstract # 2 in the amount of \$765,368.04 and Highway Abstract # 2 in the amount of \$35,883.48.

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

## **ADJOURNMENT**

**Motion to Adjourn** was made by Councilman Spaulding and seconded by Councilman Knapp at 7:58 PM.

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

Respectfully submitted: \_\_\_\_\_  
Cheryl Brunet, Town Clerk

