

January 12, 2026

Minutes of an Annual Organizational Meeting , Public Hearings and the Regular Monthly Meeting of the Town of Otisco held on January 12, 2026 at 7:03 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
ABSENT: Councilman Doug LaFrance

OTHERS PRESENT: Financial Advisor Thomas Chartrand, Highway Superintendent Douglas Hoffman, Craig Billinson, Attorney for the Town, Cheryl Brunet, Town Clerk Mandie Young, Deputy Town Clerk. Also present were Lauren Adornetto and Sydney Rosensaft from UGE and 5 others.

Motion was made by Councilman Spaulding and seconded by Councilman Volles to open the Annual Organizational Meeting.

ANNUAL ORGANIZATIONAL MEETING

The Annual Organizational meeting was called to order at 7:00 PM by Supervisor Glenn R. Hall and the pledge to the flag was given.

Supervisor Hall then **called for a Motion** to approve the following proposed Resolutions:

RESOLUTION #1 2026

To designate the official depository for the town monies to be NBT Bank and NYCLASS Inter-municipal investment Plan.

RESOLUTION #2 2026

That the official newspaper for the year 2026 be The Post-Standard, published by Advanced Media New York.

RESOLUTION #3 2026

Designating that the regular monthly meetings be held on the second Monday of every calendar month at 7:00 PM at the Otisco Town Hall, 1924 Barker Street, Town of Otisco, except for the month of November which is established by the Town Board at the October monthly Board Meeting due to the November elections unless otherwise published.

RESOLUTION #4 2026

The appointments for the year 2026 are as follows:

Deputy Supervisor	Jesse Spaulding
Deputy Town Clerk:	Mandie Young
Historian:	Catherine Fitzpatrick
Constable:	vacant
Financial Advisor:	Thomas Chartrand
Attorney for the Town:	Craig J. Billinson
Dog Control Officer:	Laura Holt
Deputy Dog Control Officer:	Thomas Lester
Records Management Officer:	Cheryl Brunet
Bookkeeper to the Assessors:	Cheryl Brunet
Court Clerk:	Amy Zilberman
Code Enforcement Officer	Timothy Cusick

It shall also be noted that all the town appointments are subject to proper performance by the individual and that any appointments could be rescinded by the town board at any time.

RESOLUTION #5 2026

That the elected and appointed official's salaries be paid as follows:

Monthly: Town Clerk, Deputy Town Clerk, Court Clerk, Town Justice, Code Enforcement Officer, Bookkeeper to Assessors and Dog Control Officer
Quarterly: Councilman (4), Supervisor, Assessors (3) and Town Historian

RESOLUTION #6 2026

Setting the reimbursement for mileage while on town business be \$.72.5 per mile.

RESOLUTION #7 2026

That reimbursement for meals while on town business shall be made in accordance with the federal IRS standard per diem rates.

RESOLUTION #8 2026

That the Procurement Policies and Procedures for the year 2026 be the same as for the year 2025.

RESOLUTION #9 2026

Authorizing the Supervisor to sign the contract with Thomas Chartrand Accounting in the amount of \$18,500.00 for the year 2026 .

RESOLUTION #10 2026

Designating Terrence F. Fischer, Town Justice. as the voting delegate to attend the 2026 Annual Meeting of the Association of Towns. The alternate being Cheryl Brunet, Town Clerk. Necessary expenses incurred shall be reimbursed when proper vouchers are submitted.

RESOLUTION #11 2026

Authorize signing of Agreement to Spend Town Highway Funds.

RESOLUTION #12 2026

That the standard workday for elected and appointed officials is to be six (6) hours for the purpose of determining days worked reportable to the New York State Local Employees Retirement System.

RESOLUTION #13 2026

Authorizing the payment of utilities by Supervisor Glenn R. Hall as they come in so as to not incur a late charge on billing. It shall also be noted that the supervisor is authorized to approve vouchers for postage stamps.

RESOLUTION #14 2026

To amend the part time highway laborer's wage to be subject to the same percentage of the collective bargaining agreement.

RESOLUTION #15 2026

Designating the following polling place to be used for General Elections and Primaries for the town of Otisco: District #1 & # 2 the Otisco Highway Garage at 4283 Canty Hill Rd, subject to approval by the Onondaga County Board of Elections. Alternate location would be the Otisco Town Hall at 1924 Barker St.

RESOLUTION # 16 2026

Appointing Bruce Graham, Deborah Grousset and Lucas Smith as members of the Board of Assessment Review.

RESOLUTION # 17 2026

Setting the pay scale for jurors in the town of Otisco at \$22.00 per day.

RESOLUTION #18 2026

To set the fines set in the applicable Town Laws and Ordinances for the Year 2026 the same as for the year 2025 unless new or revised Laws or Ordinances have been passed by the Town Board establishing different fines in which case such fines and penalties shall apply.

RESOLUTION #19 2026

To provide health insurance to Highway Superintendent, Douglas Hoffman, a full-time employee. The town of Otisco pays 80% of premium for health and dental insurance coverage and the employee pays 20% of premium for health and dental insurance coverage and the employee is also responsible for paying their own vision in full through the OCEBA plan X. For retired employees and for the Highway superintendent the town of Otisco pays 100% of health insurance for single coverage through the OCEBA plan X.

Motion was made by Councilman Volles and seconded by Councilman Knapp to approve the preceding **19 RESOLUTIONS**.

All in favor, motion carried.
(Hall, Knapp, Volles, and Spaulding) Ayes 4 Noes 0

Motion was made by Councilman Spaulding and seconded by Councilman Volles to close the Annual Organizational Meeting Public Hearing.

All in favor, motion carried.
(Hall, Knapp, Volles, and Spaulding) Ayes 4 Noes 0

PUBLIC HEARING ON THE SENIOR CITIZEN TAX EXEMPTION THRESHOLD

Motion was made by Councilman Spaulding and seconded by Councilman Volles to open the Public Hearing on raising the Income Thresholds for the Senior Exemption.

Bookkeeper to the Assessors gave a brief overview.

Motion was made by Councilman Knapp and seconded by Councilman Spaulding to close the Public Hearing on raising the Income Thresholds for the Senior Exemption.

All in favor, motion carried.
(Hall, Knapp, Volles, and Spaulding) Ayes 4 Ayes 0

REGULAR MONTHLY TOWN BOARD MEETING

The minutes of the December 9, 2025 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 Volles and seconded by Councilman Spaulding to accept the December 9, 2025 minutes.

All in favor, motion carried.
(Hall, Spaulding, Knapp, and Volles) Ayes 4 Noes 0

HIGHWAY SUPERINTENDENT'S REPORT

Snow removal, some minor breakdowns have been managed.

Part time help has been great!

Wind blew some panels off the salt barn and that has been repaired.

Will contact the tree company to address tree issues in the near future.

Requesting board approval to add an expressway plow to the new freightliner plow truck previously purchased at Upfitter, Viking Cives. Per state contract quote \$12,667.

Motion was made by Councilman Spaulding and seconded by Councilman Volles to purchase the expressway plow for \$12,667.00.

SUPERVISOR'S REPORT:

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

Motion was made Councilman Volles and seconded Councilman Spaulding to accept the Monthly Supervisors Report.

All in favor, motion carried.
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

RESOLUTION #20 2026

To approve an updated schedule of fees. Supervisor Hall asked for questions, comments or concerns regarding the *updated schedule of fees*. It was discussed that NBT bank does not currently charge us for returned checks. If and when they do, we will charge the taxpayer. Annual trash hauler fees were discussed and the intention is to resume billing this year. Next month we will further discuss fees for the companies that do dumpster (roll off) service and auto dismantling. It was noted by Attorney Billinson that an important component of the fee/registration is providing a certificate of insurance naming the town as additional insured. We will require such certificate also for ATV/snowmobile clubs.

Motion was made by Councilman Spaulding and seconded by Councilman Knapp to approve **Resolution #20**.

All in favor, motion carried.
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

PUBLIC HEARING ON THE UGE SOLAR FARM PROPOSAL AS PART OF THE TOWN'S REVIEW UNDER THE STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQR)

Motion was made by Councilman Knapp and seconded by Councilman Volles to open the Public Hearing on the UGE solar proposal.

Attorney Billinson gave a brief overview of the reason for the public hearing. The attorney for OYA Dutch Hill Rd LLC, Lauren Adornetto has provided substantial information as needed for the town to review the project. The town has reviewed the application and the supporting information provided.

Motion was made by Councilman Spaulding and seconded by Councilman Volles to close the Public Hearing.

All in favor, motion carried.
(Hall, Knapp, Volles, and Spaulding) Ayes 4 Ayes 0

RESOLUTION # 21 of 2026

AUTHORIZING A REAL PROPERTY TAX EXEMPTION PURSUANT TO REAL PROPERTY TAX LAW SECTION 467, AS AMENDED BY CHAPTER 488 OF THE LAWS OF 2022, AND SUPERSEDING RESOLUTION #23 OF 2024

Glenn R. Hall, Town Supervisor, introduced to the Town Board a proposed Resolution authorizing a real property tax exemption pursuant to Real Property Tax Law Section 467, as amended by Chapter 488 of the Laws of 2022, and establishing the income limitation relative to partial exemption from real property taxes for persons 65 years of age and over and to include in the term “income” for purposes of applying the exemption distributions received from an individual retirement account or individual retirement annuity that were included in an applicant’s federal adjusted gross income plus any social security benefits not included in such federal adjusted gross income.

Supervisor Glenn R. Hall then offered the following proposed Town Board Resolution, Councilman Roger Volles moved for its adoption and Councilman Jesse Spaulding seconded the motion.

WHEREAS, the Town of Otisco enacted Local Law No. One of 1966 granting a partial exemption from real property taxation for real property owned by certain persons with limited income who are 65 years of age and over; and

WHEREAS, the Town of Otisco, by Local Law #3 of 2024, repealed Local Law No. One of 1966; and

WHEREAS, the Town Board of the Town of Otisco thereafter adopted Resolution #23 of 2024 establishing income limitations for the senior citizens real property tax exemption pursuant to Real Property Tax Law Section 467; and

WHEREAS, Real Property Tax Law Section 467, as amended, authorizes municipalities to establish maximum income eligibility levels for persons sixty-five years of age and over; and

WHEREAS, Onondaga County, pursuant to Real Property Tax Law Section 467, has adopted a sliding-scale income schedule for the senior citizens real property tax exemption, and the Town Board of the Town of Otisco now desires to revise its income eligibility limits to conform to the current Onondaga County schedule and to supersede Resolution #23 of 2024; and

WHEREAS, the Town Board duly held a public hearing on the 12th day of January, 2026, after publishing notice to the public hearing as required by law;

NOW, THEREFORE, BE IT

RESOLVED, that the Town of Otisco hereby enacts a partial exemption from real property taxes for persons 65 years of age and over pursuant to Real Property Tax Law Section 467, as amended, and adopts the following income limitations for such exemption, consistent with the income schedule adopted by Onondaga County:

EXEMPTION	INCOME LIMITS
50%	\$50,000.00
45%	\$50,999.99
40%	\$51,999.99
35%	\$52,999.99
30%	\$53,899.99
25%	\$54,799.99
20%	\$55,699.99
15%	\$56,599.99
10%	\$57,499.99
5%	\$58,399.99

and be it further

RESOLVED, that effective for the assessment roll prepared on the basis of the taxable status date next following the adoption of this Resolution, and for all subsequent assessment rolls until further action of this Board, the term “income” for purposes of applying the exemption shall include distributions received from an individual retirement account or individual retirement annuity that were included in an applicant’s federal adjusted gross income plus any social security benefits not included in such federal adjusted gross income; and be it further

RESOLVED, that this Resolution shall supersede Resolution #23 of 2024 and any prior resolutions of the Town Board establishing income limits for the senior citizens exemption under Real Property Tax Law Section 467, and to the extent inconsistent therewith, such prior resolutions are hereby repealed.

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

All in favor, motion carried.
 (Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Motion was made by Councilman Knapp, seconded by Councilman Spaulding to consider adopting the draft EAF relative to the OYA Dutch Hill Rd LLC solar project that has been prepared parts 1 -3 and the findings of the Town Board indicated in the EAF.

All in favor, motion carried.
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Attorney Billinson asked Lauren Adornetto to explain the additional information required by the DEC and the United States Army Corp of Engineers and the responses received. The United States Fish and Wildlife Service and the NYS Natural Heritage Foundation and the NYS Dept of Ags and Markets were all consulted on the project. No negative impacts identified. Decommissioning after the useful life of 25-30 years was addressed as well as other aspects of the project. The town will still need insurance certificates and the decommissioning bond. Building and driveway permits need to be obtained. Clay Rd abandonment will be a topic for the February meeting.

Roll Call Results: Supervisor Hall, Yes
Councilman Spaulding, Yes
Councilman Volles, Yes
Councilman Knapp, Yes
Councilman LaFrance, Absent

The SEQR Full EAF has been adopted.

Motion was made by Councilman Spaulding and seconded by Councilman Volles to pass a conditional approval of the project subject to additional conditions to be met by the applicant. Attorney Billinson supplied the conditional approval and submitted it to UGE/OYA Dutch Hill Rd, LLC attorney Lauren Adornetto.

All in favor, motion carried.
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

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

All in favor, motion carried.
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Motion was made by Councilman Spaulding seconded by Councilman Knapp to pay the bills out of the proper funds. They are General Abstract #12 in the amount of \$65,381.62 and Highway Abstract # 12 in the amount of \$88,502.15.

All in favor, motion carried
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Motion was made by Councilman Knapp seconded by Councilman Volles to approve the

bank reconciliation.

All in favor, motion carried
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Supervisor Hall opened a discussion on the timing of the Real Property Tax Bills. We will mail the tax bills out from Otisco and aim for December 31 as a mailing date.

The property on Sherman Rd was reviewed. Options were discussed. Neighbors are concerned. Supervisor Hall and Attorney Billinson will continue to work on this issue. Councilman Knapp suggested that concerned neighbors also contact the Onondaga County Health Department.

Councilman Knapp presented some information on grants available for playground and recreation upgrades. He is working with Councilman Spaulding who has some experience and resources. Deputy Young has started the grant process online for the town. Funding was discussed.

ADJOURNMENT

Motion to Adjourn was made by Councilman Volles and seconded by Councilman Spaulding at 8:33 PM.

All in favor, motion carried
(Hall, Knapp, Spaulding, and Volles) Ayes 4 Noes 0

Respectfully submitted: _____
Cheryl Brunet, Town Clerk