Village of Constableville

MINUTES OF A MEETING OF THE BOARD OF TRUSTEES

March 2, 2026

A meeting of the Board of Trustees of the Village of Constableville, a Municipality, was held on March 2, 2026, at 6:00 pm, at the Village Library on Main St., Constableville, NY.

Trustees Present: Stephen Ward, Cody McDonald, Brittany Salmon

Others present: Christine Healt, Tug Hill Counsel
Mary Wilton, Water Plant Operator

Absent: Mark Sullivan, Sewer Plant Operator

Mayor Sonia Wendt appointed Brittany Salmon, 5943 James St. Constableville, to the office of Trustee, until the next General Election. Brittany signed the Oath of Office.

Call to Order: Mayor Sonia Wendt called the meeting to order at 6:00 pm. A quorum of trustees was present, and the meeting, having been duly convened, was ready to proceed with business.

Approval of Minutes: Trustee McDonald made a motion to approve the minutes of the February 2026 monthly meeting. The motion was seconded by Trustee Ward, all in favor, motion carried.

Financial Review: The Board reviewed the Financial Reports for February 2026. Trustee McDonald commented on the rise of National Grid Bills, Clerk Failing replied that the Village's five (5) accounts continue to go higher and higher. Trustee Ward made a motion to approve the financial report as presented, seconded by Trustee McDonald, all in favor, motion carried.

Water Plant Operator's Report:

Water Plant Operator Mary Wilton reported on the following:

- Everything is great at the Water Plant, especially since the leak was found. Water usage has dropped to approximately 45,000/day, down 40,000 since the leak was found. She is using half the chlorine she was using.
- She is still interested in taking a class, but she hasn't enrolled yet.
- She needs to change some tubing, she had planned to ask Mark for help, but she will try it herself. She has other ways to check the chlorine so it's fine for a few days.
- She asked if Harry's leak had been fixed. Mayor Wendt will check with him.

Bob reported that Village Attorney Ian Gilbert is working on the temporary construction easements for Phase I and will have them drawn up soon. There are easements for thirty (30) parcels that will need to be sent out, he will doradt a cover letter. They will need to be notarized and sent back, Clerk Failing said she will be available to notorize if needed.. Phase 1 of the Water Project has been sent out for bid; there is a bid notice that needs to be published in the Village's official newspaper. Trustee Salmon made a motion authorizing Clerk Failing to send the notice to the paper. The motion was seconded by Trustee McDonald, all in favor, motion carried.

The bid opening will be Tuesday March 31st at 2:00 pm at the Village Office. The award being contingent to the approval of the board. He expects the water project to start around May 1st.

The County is not quite ready to put their portion of the project out for bid, but there is approximately a month of work on the water before the County can start the road work part.

Mary W. asked if the ice problems at the bottom of the hill will be better? Right now, she has to go out with an ax and chop ice so it will go down the drain. Bob said the curbs will help, plus there will be multiple catch basins coming down the hill. It will definitely be better, but he can't promise it will solve the whole issue.

Sewer Plant Operator's Report:

Bob Boliver commented that we are still in a holding pattern with the Sewer Project, waiting for the weather.

Sewer Plant Operator Mark Sullivan was absent due to illness. He reported the following to Clerk Failing via text:

- We are just waiting on the weather for the contractors to come back.
- He did a test of the system on 3/1/26, Fed power to pump station but wouldn't run the pumps. Pump control relays were humming loud like they were trying to start the pumps but couldn't.
- He was going to pull one of them out to see if they were blocked, but then the lights flickered and they kicked in. He realized that the transfer switch went back to National Grid and the generator shut off. Everything went back to normal. He'll contact someone with more electrical experience than me and see if we can get it figured out. He did contact Todd Sullivan to see if they have connected anything to the electrical system yet, they have not.
- Derek has been out sick for over a week; He'll get him over there as soon as he can.

Other Business:

Clerk Failing met via a TEAMS meeting with Gregor & Bob (BCA), Charles Philion, Homes & Community Renewal (HCR), Scott LaMountain (HCR), and Jay Grasso (Municipal Consultant & Grant Writer) The meeting was cut short, but Bob reported that basically there was not enough funding to go around with so many applications being submitted. Clerk Failing reported that she didn't feel that Jay did a very good job because they (Charles & Scott) said that he should have gotten permission to use our present Income Survey since it was more than 3 years old, and they didn't understand/needed more information about the outside users in the application.

Bob said the CDBG, CFA applications will open again in May and will be due in July. He expects that Jay Grasso will do the application at a reduced rate, possibly half.

Bob reported that there is no more information on the WQIP grant funds yet, it could drag out for a while. The village was awarded $1.2 million (80% of the cost) for the main street culvert engineering and replacement project.

Mayor Wendt reported that Jean Lieber contacted her regarding kids practicing hockey while other kids are skating at the ice rink (pavilion) Sonia reached out to Scott Matthew and asked that they use one end. Signage stating when they can use pucks, when they can't. Certain hours for using. Check with Peggy.

Megan Krokowski (Lewis County Planning Dept.) handed out a proposed Amendment Summary and a copy of the Zoning Law to the Board for their review.

The following summarizes the revisions incorporated into the *Village of Constableville Zoning Law – Draft A1*

1. **Title Page Update**
   A revision table was added on the title page to document amendment dates and reasons, including clarification of essential facilities and the addition of nonconforming STR language.
2. **Updated Table of Contents**
   The Table of Contents was revised to reflect page renumbering and the addition of two new sections:

- Section 416 – Review Timeline and Appeals Process
- Section 1060 – Nonconforming Short-Term Rentals

3. **Section 240 – Municipal Exemption Added**
   Item #5 was added to clarify that **municipal-owned buildings, facilities, and infrastructure are exempt** from Special Use Permit requirements when used for municipal purposes, consistent with applicable NYS case law (*County of Monroe v. City of Rochester*, 1988).
4. **Added Section 416 – Special Use Permit Review Timeline & Appeals Process**
   A new section was inserted to formally outline the review timeline, decision deadlines, notification procedures, and the appeals process for Special Use Permit applications.
5. **Revisions to Section 650 – Changed Title of Article 8 from Energy Systems to Renewable Energy Systems**
6. **Added Section 1060 – Nonconforming Short-Term Rentals**
   New language was added to specify that lawful nonconforming STRs must have been established on or before **November 5, 2019**, the filing date of Lewis County Local Law 6-2019. Lapsed County registrations no longer retain nonconforming status.
7. **Updated Section 1150 – Violations**
   The violations section was expanded to strengthen enforcement authority, add a formal complaint and notice procedure, authorize Stop-Work/Stop-Use Orders, and allow the Village to recover remediation costs as a lien. These updates improve clarity and legal defensibility.
8. **Added Renewable Energy Systems Definition**
9. **Made slight updates to Schedule A to reflect changes**

Other discussions included:

- A cap on how many properties within the village can be Short Term Rentals (rented for 30 days or less). Studies show that more than 2 – 5% impacts the community's character. The village has 121 properties, 4% would allow 5 to be STR's. (Lowville does 4%, they have 1000 people, so 40 STR are allowed.)
- As written, Section 650 requires a Special Use Permit, which also requires a County Planning Board referral, they say if it complies with zoning regulations, Codes Dept. enforces anything that needs to be changed every two years. Proposed STR rewrite to change from conducting a Special Use Permit each time to a Short-Term Rental Permit- this could reduce some of the administrative burden. This is completely up to the Board whether they wish to change. The verbiage needs to be adjusted a little bit as we have finessed it a little bit as we worked through the process with the Village of Lowville.
- Added prohibitions for data processing centers, cryptocurrency mines, and we discussed that there could be revenue benefits, but in most communities, the negatives far outweigh the positives.
- She said this came about because it was unclear if the Town of West Turin needed a Special Use Permit for the salt building, they are going to put up. Clerk Failing reported that Doug Salmon, Highway Superintendent, had attended a village board meeting in the Fall of 2025, and the Village granted them a waiver for it, after Megan sent her and former Mayor Samantha Brown, verbiage from Section 240 of the Zoning Law that made them exempt.
- Megan stated that as the Law is written, the Water projects would require a Special Use Permit, but the new zoning updates will help with this also. Many other municipalities have such exemptions..

Motion by Trustee McDonald to send Zoning Law Amendments to County Planning Board for their review once it is updated by and received back from Megan, the motion was seconded by Trustee Salmon, all in favor, motion carried.

Process going forward:

- Deadline to send Final Zoning Law Draft and paperwork for April Planning Board Meeting is April 1st.
- Resolution to set Public Hearing after approval of County Planning Board

- Hold Public Hearing
- Adopt Zoning Law
- Send to Office of Secretary of State for filing

Mayor Wendt, Clerk Failing and Joe Genter (ZBA) will attend Tug Hill Training conference in April.

Clerk Failing will contact Coughlin regarding emails not working.

Christine reviewed the Cooperative Tug Hill announcements.

Vouchers were audited by the board and signed by Mayor Wendt.

There being no further business to come before the Board, the meeting was adjourned at 7:27 pm, on motion by Trustee Ward and seconded by Trustee McDonald, all in favor and carried.

Respectfully submitted by:

Mary Failing

Mary Failing, Village Clerk