**Present:** John Boeckmann, Steve Buerman and Scott VanAken, Julie Vanderwall & Lee Sanders - members, Stuart Gwilt, Chairman, Steve DeHond, Code Enforcement Officer

and Jill Havens, Recording Secretary

**Absent:** NONE

**Also, present:** **Applicant(s)** – Mike Mantell, Mike Flanigan, Greg Elko, Chet McClaughlin and Erin Liesenfeld; **Town of Manchester Board Member –** Jaylene Folkins; **Village of Manchester Board Members –** Nancy Johnsen, Mayor & Mike Buttaccio, Village Trustee; **MRB Engineer** – Shaun Logue; **Town of Manchester Residents** – JimTears

**Site Plan # 4591 - 19**: First Light Fiber who is requesting a Fiber Optic Facility including 12 x 20 Shelter & Generator located at Dewey Road, tax map no. 32.00-2-80.000 in an A-1 district pursuant to Chapter 325 Section 66 & 75.

The chairman read the public hearing notice. Sixteen (16) surrounding property owners were notified by mail of this meeting of which none were present.

**Stuart Gwilt, Chairman:** Please come forward and tell us what you want to do.

**Erin Liesenfeld, First Light Fiber Representative:** My name is Erin Liesenfeld. I am an agent on behalf of First Light Fiber. First Light seeks special use approval to install a pre-fabricated 12’ x 20’ shelter on a concrete slab located inside a 50’ x 50’ fenced area. The purpose of the facility is to allow First Light to improve its customer experience in the vicinity by assisting its fiber backbone by running more effectively along Dewey Road. The facility will connect to the fiber backbone, which runs under Dewey via two (2) underground fiber lines. In addition, a 16’ x 15’ back-up generator will be installed on a concrete slab for use in the event of power loss only. The property is owned by the Town of Manchester and is zoned A-1 agricultural.

**Stuart Gwilt, Chairman:** The Village of Manchester owns that not the Town.

**Erin Liesenfeld:** Oh, ok. I’m sorry.

**Stuart Gwilt, Chairman:** The use of this is just to boost power?

**Erin Liesenfeld:** Correct.Boost and improve.

**Lee Sanders:** On my one cover sheet here it mentions Tioga County Emergency Services, is this not accurate?

**Erin Liesenfeld:** No, disregard that. My apologies. That was just a cover letter for the package.

**Stuart Gwilt, Chairman:** If you get permission for this, when would you start?

**Erin Liesenfeld:** Within the year.

**Stuart Gwilt, Chairman:** Does this have anything to do with all the other facilities that are going up on State Street and over by the Catholic Church?

**Erin Liesenfeld:** I’m not familiar with that.

**Mike Buttaccio, Manchester Village Trustee:** That’s Windstream.

**Stuart Gwilt, Chairman:** Is this part of the county’s new internet system that you are working with?

**Scott VanAken:** What is the purpose?

**Erin Liesenfeld:** This is just a fiber optic facility, so it will just improve speeds and processes. Then various cell sites can tap into it for any new cellular facilities going into the area.

**Lee Sanders:** Is this for commercial or residential use?

**Erin Liesenfeld:** Both.

**Steve Buerman:** So, getting down to it, who would benefit? Who knows of the service? Who’s uses the service? Do local people use it? How is it distributed?

**Erin Liesenfeld:** You can go on the website and start services. Once the area is all brought up to speed, then it will be there for you to utilize.

**Steve Buerman:** Ok, but that doesn’t really answer the questions.

**Erin Liesenfeld:** I’m sorry, maybe I don’t understand the question.

**Steve Buerman:** Do these services go to anyone in the Town of Manchester or its villages currently?

**Erin Liesenfeld:** Ummm, not that I am aware of.

**Steve Buerman:** So, who’s data is moving through the fiber optics today?

**Erin Liesenfeld:** I’m unfamiliar with that answer at this time.

**Steve Buerman:** Ok

**Scott VanAken:** So, you already have a line going down Dewey Road?

**Erin Liesenfeld:** Dewey Road, yes.

**Scott VanAken:** When was that put in?

**Erin Liesenfeld:** I’m not sure about that either, but I can get that information for you.

**Stuart Gwilt, Chairman:** Maybe Mike would know?

**Mike Buttaccio, Village of Manchester Trustee:** Coming down Dewey Road has just been put in this summer/fall.

**Scott VanAken:** So, it’s new.

**Steve DeHond, Code Enforcement Officer:** There’s been all new poles put in too, all down County Road 13 into the Village of Clifton right out to Phelps for First Light.

**Stuart Gwilt, Chairman:** Does anyone have anything they would like to say?

**Scott VanAken:** So, is this a lease agreement with the Village?

**Erin Liesenfeld:** Yes, I have it right here.

**Mike Buttaccio, Village Trustee:** Yes, we do. I have a question. Has there been a SEQR?

**Stuart Gwilt, Chairman:** Short environmental study, I have right here. Have you seen it Mike?

**Mike Buttaccio, Village Trustee:** No, I have not. Do you have a copy for our Village?

**Steve DeHond:** I will get you a copy.

**Nancy Johnsen, Village of Manchester Mayor:** What was the determination of the SEQR?

**Steve DeHond:** This is the first they have seen of it, they have to rule on it.

**John Boeckmann:** Will you have a more final site plan? This is just a sketch plan?

**Erin Liesenfeld:** Yes, we will have a signed and sealed site plan.

**Stuart Gwilt:** It’s going to take you roughly four (4) months to build it then?

**Erin Liesenfeld:** Correct.

**Lee Sanders:** Usually the stand-by generator will cycle only once a week?

**Erin Liesenfeld:** I would assume so, yes. Is there some sort of fire approval needed?

**Lee Sanders:** Not necessarily, but I think the neighbors would like to be notified that they will be cycling through once in a while.

**Erin Liesenfeld:** I agree.

**Lee Sanders:** And it shouldn’t be in the middle of the night when its more disruptive to the neighborhood.

**Erin Liesenfeld:** Ok, I will bring this to their attention.

**Stuart Gwilt, Chairman:** Do you anticipate doing anymore in the area?

**Erin Liesenfeld:** Not in the immediate area in the next year. There are some proposed future sites but for the immediate time the closest sites are several towns away.

**Scott VanAken:** How does the diesel generator get maintained? Who brings in the diesel?

**Erin Liesenfeld:** That I am not sure of but I can find out for you.

**Lee Sanders:** Will there be any exterior lighting?

**Erin Liesenfeld:** As of right now, no.

**Stuart Gwilt, Chairman:** Who will have to key? Will the Village have the key? It’s gated, right? There is a fence around it? Who locally will have a key in the event of an emergency?

**Erin Liesenfeld:** Yes. It is fenced in.

**Scott VanAken:** What does the sign say that will be on the fence? Anything that identifies what the area is?

**Lee Sanders:** At the very least we need to have a posted contact number.

**Erin Liesenfeld:** We can have something posted.

**Jaylene Folkins, Councilwoman:** What is going on with all these different fiber optic companies coming into the area? Are you all competitors with each other and are trying to get into the area first? Are you a competitor with OTTC?

**Erin Liesenfeld:** Yes, we are.

**Stuart Gwilt, Chairman:** How did your company hear about this location on Dewey Road? Did the original bid come through Ontario County?

**Erin Liesenfeld:** That was all handled before it came to my company in Chicago, so I don’t know the answer to that. I can find out that information for you.

**Steve DeHond:** There is a First Light office in the Village of Clifton Springs and the employees there are all Trumansburg people. It is my understanding that these people bought out Ontario Tel.

**Scott VanAken:** This is a lease agreement, is there any sort of decommissioning plan for this when the lease is up?

**Stuart Gwilt, Chairman:** Is there a decommissioning statement on that lease?

**Mike Buttaccio, Village Trustee:** Our attorneys are going to bring that forward in the lease agreement.

**Scott VanAken:** Ok, so it is being taken under consideration.

**Lee Sanders:** The Village wouldn’t want to end up being responsible for taking care of getting rid of that stuff.

**Stuart Gwilt, Chairman:** Anyone else out there have any questions?

**Mike Buttaccio, Village Trustee:** I do have a concern with the noise. If the neighbors in the area have a problem with the noise level, is the company going to come in and make changes to the sight as needed to lessen the disruption to them?

**Erin Liesenfeld:** Yes, absolutely. They can call us and we can work that out.

**Steve Buerman:** It needs to be documented that the generator will only run during the day and also to have it in writing someplace what the decibels are during operation, maybe at the edge of the property.

**Mike Buttaccio, Village Trustee:** Being right off Dewey Road, is that going to be accessible if the Village of Manchester workers need to get in there for some reason. Will you be using the existing driveway?

**Erin Liesenfeld:** Yes, we are planning to use the exiting driveway and also to extend it by an additional 100 feet.

**Mike Buttaccio, Village Trustee:** So, it will be a shared driveway then?

**Erin Liesenfeld:** Yes, correct.

**Scott VanAken:** So, the additional 100 feet, will that include turn-around access for fire trucks and emergency vehicles if needed?

**Erin Liesenfeld:** We can have the plans revised to show that.

**Mike Buttaccio, Village Trustee:** Lighting could be a problem there, I’m not sure what kind of lighting you plan to have there?

**Stuart Gwilt, Chairman:** Someone asked that question and she said there would be no lighting there.

**Scott VanAken:** It would be good to clarify that in your final site plan.

**Erin Liesenfeld:** We will have clarification of that in the next revision of plans.

**Stuart Gwilt, Chairman:** Any other questions?

**Nancy Johnsen, Mayor:** Is there any landscaping that you plan to put there?

**Erin Liesenfeld:** As of now, no. Unless its specified in the code that there needs to be. I didn’t remember seeing that. It will be 125-foot setback.

**Stuart Gwilt, Chairman:** Can you come back with the answers to these questions before we vote on this.

**Erin Liesenfeld:** Yes, we can do that.

**Stuart Gwilt, Chairman:** I hate to make you do that but there are a lot of questions we have that weren’t answered here tonight. Is there a facility nearby that we could go and see? So that we have an idea of what this actual is.

**Erin Liesenfeld:** I can’t think off the top of my head. We are working with many many other jurisdictions, I will have to contact my supervisor and see if there is anything close by.

**Scott VanAken:** So, our list for you includes information regarding the hours of operation and the noise level of the generator and its air conditioning units, the ability to turn around emergency vehicles and specifics on lighting and contact information in the case of an emergency for access to the fenced area.

The Public Hearing was closed.

No action was taken on **Site Plan # 4591 – 19,** pending clarification on questions presented by the Planning Board.

**Sketch Plan Review # 4592 - 19**: Sun East Development who is requesting a 20,000 kw Solar Project located at 3169 County Road 13, tax map no. 45.00-1-6.110 in an A-1 district pursuant to Chapter 325 Section 325-44.1.

The chairman read the public meeting notice. NONE of the surrounding property owners were notified by mail of this meeting, due to the informal nature of this review for the applicant to gather information in order to move forward correctly with the project.

**Stuart Gwilt, Chairman:** Please introduce yourself.

**Mike Mantell:** I am Mike Mantell, Civil Engineer with Stantec on behalf of Sun East, who is the Solar Developer for this project. We have Mike Flanigan from Stantec and Greg Elko from Sun East and Chet McClaughlin from Sun East. Thank you for the opportunity to introduce you to the proposed 20,000 mega-watt solar facility at 3169 County Road 13 in the Town of Manchester. Sun East is a clean energy development company with offices in Connecticut and Pennsylvania. They are currently developing solar facilities throughout New York and New England. We are currently in the permitting process for six (6) 20 mega-watt solar facilities throughout New York State. We have had 120 mega-watts awarded under the 2018 NYSERDA Renewable Energy Solicitation including this one here in Manchester. The proposed 20 mega-watt facility is proposed on existing agricultural land containing approximately 178 acres. The fenced in area of the facility is approximately 133.5 acres. This plan has been revised a little from the plan that was submitted previously based on the development of the plan. The panels that are shown in the north-east corner near the house and the existing barn buildings have been relocated down to the south east corner of the site. Those existing buildings are to remain. The fenced in area will contain all of the panels, the substation area, the inverter equipment and an access road off of County Road 13 that comes around through the site and provides access to the panels throughout the site. The planned point of interconnection is existing National Grid 115 kv transmission line that is immediately to the south of the project. There would be single access tracking panels proposed at the site so that they track from east to west throughout the course of the day as the sun goes across the sky for maximum solar capture. The layout does meet all the bulk and setback requirements of the Town. The lot coverage based on what it says in the Town Code and from correspondence with the Town Council, it states that it includes all the panels, structures and buildings on the site and that total area of panels including the substation, inverter and equipment takes up about 22% of the total project area. Security fence in proposed to be 7-foot-high to meet the Town Code requirements, as well as the National Electrical Code. We will provide a landscape screening plan as well as a decommissioning plan with our submission based upon the Town requirements. The benefits from this project is a 20 mega-watt source of clean energy, provides tax revenue to the town, creates jobs during construction and operation of the facility and provide revenue to local businesses during the construction period. At the end of the term of the facility, which is approximately 25 years, the land can be returned to its original state and condition, so its not a permanent fixture at the site. It has no impact on traffic while it is in operation. We appreciate this opportunity and ask if you have any questions?

**Stuart Gwilt, Chairman:** One of them is, are you going to own this facility or is it being funded by another organization?

**Mike Mantell:** The solar developer would develop it and it would be a leased facility by the landowners.

**Scott VanAken:** Benefitting who?

**Mike Mantell:** Well, the conditions of the lease and then the power generator would be connected into the existing grid.

**Stuart Gwilt, Chairman:** So, nobody in the Town of Manchester would necessarily benefit from it, they would get maybe cheaper power.

**Mike Mantell:** Correct.

**Steve Buerman:** Couple of things we want to clarify here 1- who is a local person that is readily accessible for questions and concerns when in operation, would there be such a person?

**Mike Mantell:** After it is constructed, the developer would have a full-time operations manager exclusively to the site, who could be contacted at any time.

**Scott VanAken:** So that could be a team out of any area, right? That could be a team out of Connecticut?

**Greg Elko:** We would have someone here on site.

**Steve Buerman:** So, we would have someone here local within a half an hour could be here on the site?

**Greg Elko:** Yes.

**Steve Buerman:** We would want that person or company identified. Also, since this is the first of its kind to our area, we would expect that coming in, you would provide us with some training and emergency personal also, so as they know what to do because this is a huge system.

**Stuart Gwilt, Chairman:** I would think that the fire departments would all have a meeting with them.

**Mike Mantell:** Yes, that is pretty standard for all of these types of facilities.

**Greg Elko:** We have Emergency Action Plans that we work with the local first responders to put them in place.

**Steve Buerman:** We would want to see the EAP before we go forward. Are there plans in the future for some of the new battery storage going into place?

**Greg Elko:** We haven’t made that decision yet, it could go into later plans.

**Steve Buerman:** If its not in your initial plans, you would have to come back to us again to get approval to have those in the future. Also, what is the proposed fence to be made out of?

**Greg Elko:** As of right now, to be determined but most likely chain-link.

**Steve Buerman:** Storm water run-off. Is there a storm water plan?

**Mike Mantell:** We will provide a storm water pollution plan with our official application.

**Steve Buerman:** Maintenance of the facility, will there be an outline as to how the grass is mowed and keeping the area neat and tidy?

**Greg Elko:** A lot of our facilities plant vegetation that does not need to be maintained, except for mowing occasionally. This also would be something we would provide in the official application.

**Steve Buerman:** Solar Technology changes very fast. Would you expect to be upgrading it during its lifecycle?

**Mike Mantell:** I’m pretty sure the plan is to maintain the facility that is installed but I am sure upgrading the facility at some point could become an option in the future as needed.

**Steve Buerman:** It is necessary for you to set up a plan for when it does become obsolete.

**Mike Mantell:** Yes, we would provide you with a decommissioning plan with the application.

**Scott VanAken:** Can you go through it with me, how do you come up with just 22% coverage when you are using 133.5 acres out of the 178 acres in this parcel?

**Mike Mantell:** So, it’s got to do with the spacing. The spacing between the panels isn’t counted. That is considered green space between everything.

**Stuart Gwilt, Chairman:** Would there be spacing between them so that you could go between them with a lawn mower?

**Greg Elko:** Yes, there is 20 feet between them which is standard.

**Steve Buerman:** What is inside the inverter building and the substation area?

**Mike Mantell:** I believe it is an enclosed box on the pad that has the equipment in it that can isolate the different zones if there is an issue with a certain zone. The substation area will have different equipment in it that is still being designed.

**Steve Buerman:** Can you tell me an estimate of the taxable value of the installation?

**Greg Elko:** The county rules state that it is taxed on the assessed land value. Just the land is our interpretation.

**Steve DeHond, Code Enforcement Officer:** The Town of Manchester opted out of that law.

**Stuart Gwilt, Chairman:** That means under normal circumstances they would be taxed on the improvements plus the land.

**Steve Buerman:** So, we would need clarification on that.

**Stuart Gwilt, Chairman:** The biggest problem, I think, that you are going to have is with the looks of the facility. People don’t like the looks of these things. Now, I see that there are wet lands on the site?

**Mike Mantell:** Like I said previously, there will be screen and landscaping to help alleviate some of that. Yes, there are Federal Wet Lands on the site, but we do not intend to impact that area of the parcel in any way.

**Jim Tears:** There is a lot of water on this site and a lot of wildlife there also. I think you are going to have a huge issue with this site being wet.

**Shaun Logue, MRB Engineer:** Are you planning on doing any geo-tapping on the site for the soils?

**Greg Elko:** Yes. We will address that in our official application.

**Lee Sanders:** There is a gravel pit very close to this site that does blast regularly. You will want to take that into consideration when designing this facility also.

**Jaylene Folkins, Councilwoman:** Is there consideration with our code that the solar panels will be spaced out and the space between them would be considered green space? I don’t know that is the way the code was meant to be interpreted. Usually open space is open space, not the space between the panels. This may want to be taken into consideration to help mitigate the visual impact of the site.

**Chairman Stuart Gwilt:** Anyone have any questions?

(Hearing none)

The Public Hearing was closed.

**Previous Minutes**:

A motion was made by Julie Vanderwall to approve the minutes from the meeting which took place on November 19th, 2019, with the correction to the members in attendance to reflect the absence of John Boeckmann and Steve DeHond. The motion was seconded by Julie Vanderwall. All voted “Aye.” Motion carried.

Meeting adjourned @ 8:22pm.

Respectfully submitted,

Stuart Gwilt Jill Havens

Planning Board Chairman Recording Secretary