

**Town of Caroline  
Town Board Minutes  
September 11, 2007**

The regular meeting of the Town Board of the Town of Caroline held on September 11, 2007 at the Town Hall was called to order by Councilman Ed Cope at 7:00 p.m.

**Present:** Don Barber, Supervisor (arrived later in the meeting)  
Ed Cope, Councilman  
Dominic Frongillo, Councilman  
Nelly Frongillo, Councilwoman  
Tim Seely, Councilman

**Recording Secretary:** Debra DeAugustine, Town Clerk

**Privilege of the floor**

*no one had comments*

**Monthly Reports**

**Department, Committee, & Liaison Reports**

**Cindy Whittaker, Highway Superintendent**

- Finished surface treating approximately 8 miles; still a couple more to do, weather permitting.
- Met with Lee Shurtleff on winter maintenance of roads to the tower; he'll send letter of intent. County will buy some radios for our equipment for us to do winter maintenance; will include a base station for the portable radios. Have to put money in the budget for our share of radios.
- Biodiesel: will have more questions answered next month. Put out to state bid and not one vendor bid on it. 40-60 cents more per gallon. Can put it in the same tank with regular diesel, but they're not sure what will happen regarding gelling.

**Supervisor's Report**

Correspondence

1. Letter from DOT re: Buffalo Rd. Will look at engineering data
2. DEC permit for Barrile restoration
3. SPCA contract fee will double in 2008; will most likely be higher still in 2009
4. SEMO requested more information on both our Flood Hazard Mitigation grant applications
5. NYMIR 5-6% reduction in insurance rates
6. MEGA forwarded contract for wind and hydro generated electricity

Report

1. GOSC - \$314K committed (17 projects) of \$336K total, \$274K spent
2. Hal Craft has asked about being considered for the EMC opening
3. Sent out budget requests in early August; tepid response to date
4. Meeting with CDRC tomorrow AM about the process for resolving neighbor disputes

**Nelly, TB member**

1. Meeting with new SPCA director, Abigale Smith. 18 people attended. Came with the dog warden for our area. She's interested in creating community dialog. Increase in price: SPCA private org, funded entirely by donations. Unlike many shelters, they are in the business of taking care of stray animals and finding homes for them, and in the business of animal control. They are not anywhere near covering their costs for animal control. Their services are utilized unevenly in the different towns. In order to continue providing services, they need to raise costs significantly. They have the option of not being in the animal

control business. State of NY requires municipalities to have animal control officer. New federal legislation that municipalities have way to deal with animals in emergencies as part of their emergency plan. Four organizations were represented at the meeting who are involved in this. Tim heard that SPCA may come up with an ala carte offering for animal control services. There's been a general movement for humane societies instead of individuals to be involved in animal control activity, since there are rigorous guidelines for this.

2. Community Service Award. Final deadline is September 15. Asked for thoughts on notification process for the public. Going to have a certificate as well as adding names to plaque in Town Hall. The ceremony will be on October 2nd.

#### **Dominic Frongillo, TB member**

1. Watershed committee: Community Science Institute sent its budget request: \$2561, a decrease from last year.
2. EIC: started getting unsolicited emails from students to do door-to-door surveys for energy conservation. Group got a grant to distribute CF bulbs in the community. Will most likely use Cornell students going to houses. Met with students at Cornell who want to org an event with Green Building Council head. Looking into how community could generate our own wind power.
3. Annex: will be meeting with Cornell students on how to incorporate energy efficiency in the new town hall.
4. Web site will meet tomorrow. Have invited businesses who are interested in using web site. Community organizations will also be asked to appoint one person to maintain their own page on the site.
5. Planning. Met with consultants as part of NYS grant to investigate development guidance system. Looking at what other towns have done.
6. Dominic handed out some thoughts on going forward with neighbor resolution process. Wanted to discuss it. Other board members thought it should be put on the agenda for next month if we're going to discuss anything so interested people could attend and because this is a full meeting already.

### **Action Topics**

#### **Transfers**

A motion was made by Councilman Cope and seconded by Councilwoman Farnum to authorize the following transfers:

\$ 500.00	from Highway Fund Account DA5112.1 Capital Improvement PS to Highway Fund Account DA5140.11 Misc PS OT
\$ 4000.00	from Highway Fund Account DA5112.1 Capital Improvement PS to Highway Fund Account DA5140.1 Misc PS
200.00	Highway Fund Account from DA5140.4 Capital Improvement CE to Highway Fund Account DA5680.4 Other Transportation CE

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

#### **Approval of Abstracts**

##### **Approval of General Fund Abstract**

A motion was made by Councilman Seely and seconded by Councilman Frongillo to approve payment for the General Fund voucher numbers 253 through 311 in the amount of \$16,129.20.

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

##### **Approval of Highway Fund Abstract**

A motion was made by Councilman Seely and seconded by Councilwoman Farnum to approve payment for the Highway Fund voucher numbers 156 through 176 in the amount of \$106,779.72.

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Approval of Streetlight Fund Abstract**

A motion was made by Councilman Cope and seconded by Councilman Seely to approve payment for the Streetlight Fund voucher numbers 16 and 17 in the amount of \$566.71.

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Approval of Community Development Fund Abstract**

A motion was made by Councilman Cope and seconded by Councilman Frongillo to approve payment for the Community Development Fund voucher numbers 29 through 32 in the amount of \$36,553.70.

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Minutes****Approval of Minutes from August 7, 2007**

A motion was made by Councilman Seely and seconded by Councilman Frongillo to accept the minutes of August 7, amended as follows:

page 4, last para, town attorney spoke about "BAN," not "bans"

page 5, change statement about gradall not working to "working," and change "labor negotiations" to "labor contract negotiations"

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Approval of Minutes from August 14, 2007**

A motion was made by Councilwoman Farnum and seconded by Councilman Cope to accept the minutes of August 14, amended as follows:

page 2, Dominic Frongillo's report, remove Ed bullet, and note that there are two sign-up sheets

page 4, 4th paragraph, change to say there is no "legal" way to ...

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Approval of Minutes from August 22, 2007**

A motion was made by Councilman Cope and seconded by Councilman Seely to accept the minutes of August 22 as submitted.

**Adopted** Barber: Absent; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Town Business****Annex BAN process**

Tim handed out the 5 basic steps and discussed; Don requested Tim ask Guy for estimated fees for this process. Discussed next steps to take.

**Records management**

Deb (town clerk) spoke about need to completely overhaul records in clerk's office. Wants to create a maintainable system she and all future clerks can follow, and put older records in inactive storage or dispose of them, according to New York State's official retention schedule. A good two-thirds of the records in the clerk's office do not belong in the active files and are taking up space, and making it very difficult to find documents that do belong there. Many of the records have historical value and should be "discovered" and packaged in a way they'll be more easily accessible. Clerk wants this project to be complete before tax season starts. Town board agreed she should hire a records management consultant (a retired clerk/records management officer who has created filing systems in three towns).

**Salary committee report**

Don handed out report from salary committee and discussed findings.

**Resolutions**

**Resolution 9-1  
Appoint NIMS point of contact**

By Councilwoman Farnum; Seconded by Councilman Seely

WHEREAS, it is the intent of the Town of Caroline to achieve compliance with National Incident Management System (NIMS) mandates as outlined by the Federal Government and as communicated to the Town via the Tompkins County Department of Emergency Response, and

WHEREAS, the Town of Caroline has previously adopted NIMS by resolution as the all-hazards, incident management system for implementation by all departments of the Town during emergencies, and

WHEREAS, in order to achieve compliance it is required that a single point of contact with the authority to serve as the principal co-ordinator for overall NIMS implementation be designated annually at the organization meeting of the Town Board, therefore be it

RESOLVED, by the Caroline Town Board, that Don Barber, Supervisor of the Town of Caroline be designated said point of contact.

**Passed** Barber: Aye; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Resolution 9-2  
Set public hearing for lighting district extension**

By Supervisor Barber; Seconded by Councilman Seely

RESOLUTION APPROVING FINAL MAP, PLAN AND REPORT, DECLARING PUBLIC INTEREST, ADOPTING ORDER, AND SCHEDULING PUBLIC HEARING RE EXTENSION OF TOWN-WIDE LIGHTING DISTRICT

WHEREAS, the Caroline Town Board having previously established a town-wide lighting district, and had previously authorized the preparation of a map, plan and report (MPR) by Resolution 8-5 (August 14, 2007); and the Town Board having reviewed and accepted the MPR as final; and

WHEREAS, the extension of the Town-wide Lighting District is deemed to be in the public interest, and the Town Board had previously declared and described the boundaries of the district include all properties defined, drawn and described in the MPR, determined that the extension include no construction or financing costs, and only include operation and maintenance costs for the maintenance of the extension, with such first year annual costs to be \$91.30, [which translates into an increased tax rate of \\$0.0006/\\$1000 of assessed valuation](#) and ordered a copy of the MPR to be filed at the Town Clerk's Office in accord with law, and determined that all properties included were benefited and that the district extension was in the public interest; and

WHEREAS, the Town desires to proceed towards extension of Town-wide Lighting District pursuant to the provisions of Town Law Article 12-A; and finds that all proceedings to date have been in compliance therewith; and

WHEREAS, upon due deliberation upon the foregoing and the public interests to be served and the properties to be benefited thereby, the Town Board of the Town of Caroline has hereby

RESOLVED AND DETERMINED, that the final Map, Plan and Report comply with the requirements of the Town Law, and are hereby approved and adopted as final as if the same were fully set forth herein, particularly as to the descriptions and expenses set forth therein for the boundaries [of the district](#) and [the](#) first year's expenses for the proposed district [extension](#); and it is further

RESOLVED AND DETERMINED, that [the extension of the district](#) it is in the public interest and benefits [all](#) parcels in the Town-wide Lighting District; and it is further

RESOLVED, that a Public Hearing be and hereby is set for 7:00 p.m. upon October 2, 2007 at the Caroline Town Hall, 2670 Slaterville Road, Slaterville Springs, New York, and to thereat hear all persons interested in the subject thereof, and to take such action thereon as is required or permitted by law; and it is further

RESOLVED, that the Town Board hereby adopts an Order pursuant to Town Law §209-d, [including](#);

GKK 9/11/2007 11:18 AM  
**Deleted:** to

GKK 9/11/2007 11:31 AM  
**Deleted:** as follows:

- (1) The proposed extension consists of one street light at the Speedsville Store electric pole;
- (2) The estimated cost of the proposed improvements is \$0.00, which is the maximum amount proposed to be expended;
- (3) There are no hook-up fees for any property within the district;
- (4) There is no financing needed for this project;
- (5) The Map, Plan and Report are on file for public review and inspection at the Office of the Town Clerk;
- (6) The Map, Plan and Report describes in detail costs and expenses, including the first year's estimated average maintenance cost of \$93.10: such costs are proposed to be paid through property tax assessments to be collected with the annual Town and County tax bill.

and it is further

RESOLVED, that the Town Clerk of the Town of Caroline, Tompkins County, New York, is hereby authorized and directed to cause a copy of this Resolution and Order to be published in the Town's official newspaper not less than 10 nor more than 20 days before such public hearing, and posted on the Town's official signboard not less than 10 nor more than 20 days before such public hearing; and it is further

RESOLVED, that the Town Clerk file a certified copy of this Resolution and Order with the NYS Comptroller at or about the time of the publication hereof.

**Passed** Barber: Aye; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Resolution 9-3  
Establish marriage officer**

By Councilman Frongillo; Seconded by Councilman Cope

WHEREAS, pursuant to Section 11-c of NYS Domestic Relations Law, a municipality has the authority to appoint marriage officers whose function is to solemnize marriages, and

WHEREAS, Stephanie Freeman and Mathew Scaglione are desirous to have a Caroline elector, Dominic Frongillo, solemnize their marriage, now therefore be it

RESOLVED that the Caroline Town Board hereby appoints Dominic Frongillo to be the Town of Caroline Marriage Officer, as defined in NYS Domestic Relations Law Section 11-c from October 5, 2007 through October 8, 2007 with all of the rights and responsibilities declared in that section of NYS Law, and be it further

RESOLVED, that the maximum fee the Marriage Officer can charge for this service is \$75.00 and be it further

RESOLVED, that ceremonies must be performed in the Town of Caroline.

**Passed** Barber: Aye; Cope: Aye; Seely: Aye; Farnum: Aye; Frongillo: Aye

**Adjourn**

On a motion, the town board went into executive session at 9:24 p.m. to discuss the labor contract.

On a motion, the meeting adjourned at 10 p.m.

Respectfully Submitted,

Debra DeAugustine, Town Clerk

GKK 9/11/2007 11:26 AM  
Formatted: Bullets and Numbering