

## **Caroline Town Board Meeting Minutes of November 11, 2008**

The Town Board meeting held on November 11, 2008 at the Caroline Town Hall was called to order at 7 p.m. by Supervisor Don Barber.

### **Attendance:**

Don Barber, Supervisor  
Dominic Frongillo, Councilman (absent)  
Linda Adams, Councilwoman  
Toby McDonald, Councilman  
Pete Hoyt, Councilman

### **Recording**

**Secretary:** Debra DeAugustine, Town Clerk

### **Privilege of the Floor**

No one came forward to address the board.

### **Department, Committee, & Liaison Reports**

#### **Cindy Whittaker, Highway Superintendent**

Toby McDonald presented the superintendent's report:

1. Taft Road: cut brush and ditched hill
2. Ridgeway and Level Green Roads: Placed shoulders with help from Towns of Ithaca and Danby
3. Graded Beaver Creek Road, Bald Hill Road (bottom), Speed Hill Road (top), and Bailor Road Ext.
4. Miscellaneous: patching roads; stock piling deicing sand; most roads ready for snowplowing and plowed several roads last month; Tompkins County Highway will now be responsible for snow and ice removal on Harford Road and Flat Iron Road; Pleasant Valley Electric will install security lighting at the highway garage this week (in response to theft)

#### **Don Barber, Town Supervisor**

Correspondence of Note:

1. Letter from Cayuga Lake Intermunicipal Organization of funding for B-dale Gauging station of \$1,000
2. Quarterly letter from County Finance- Mortgage Tax distribution for Town is \$42,033 (budget- \$20,000) and sales tax \$404K after 3 quarters – budget \$480K for year

Report:

- Met with Town Board to develop Preliminary budget and held public hearing 11/7/08
- Test boring complete for both Barrile II and Valley Road

### **Transfers**

By Mr. Barber; Seconded by Ms. Adams

\$ 1.00	from General Account A 1220.4 Supervisor CE to General Fund Account A 1010.4 Legislature CE
\$ 400.00	from General Account A1410.101 Clerk- Deputy PS to General Fund Account A 1460.4 Records Mgmt PS
\$15,590.8	from Highway Account DA 5112.1 Capital Improvement PS to Highway Fund Account DA 5110.1 Repairs PS
\$ 2,000.00	from Highway Account DA 5130.1 Machinery PS to Highway Fund Account DA 5110.11 Repairs PS OT

\$ 7,787.24 from Highway Account DA 5110.4 Repairs CE to  
Highway Fund Account DA 5130.2 Machinery EQ

\$ 6,000.00 from Highway Account DA 5110.4 Repairs CE to  
Highway Fund Account DA 5130.4 Machinery CE

\$ 1.00 from Highway Account DA 9030.8 Social Security to  
Highway Fund Account DA 9010.8 Retirement

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

## Approval of Abstracts

### General Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. Hoyt to approve payment for the General Fund voucher numbers 334 through 360 in the amount of \$11,812.01

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

### Highway Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. McDonald to approve payment for the Highway Fund voucher numbers 212 through 230 in the amount of \$69,341.10.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

### Streetlight Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. Hoyt to approve payment for the Streetlight Fund voucher number 18 in the amount of \$447.26.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

### Community Development Fund Abstract

A motion was made by Mr. Barber and seconded by Ms. Adams to approve payment for the Community Development Fund voucher numbers 19 and 20 in the amount of \$1079.72.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

## Approval of Minutes

### Minutes of October 7, 2008

A motion was made by Mr. Barber and seconded by Ms. Hoyt to accept the minutes of October 7 as submitted by the deputy town clerk with adjustments as requested by Don Barber.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

### Minutes of October 14, 2008

A motion was made by Mr. Barber and seconded by Mr. Hoyt to accept the minutes of October 14 as submitted by the town clerk.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

## Town Business

### Open Bids for Town Hall Office Building

Received five proposals:

1. Cornerstone Excavating and Trinity Construction, Newfield: \$183,850
2. Mobilease Modular Space Inc, Ohio: \$270,250
3. RB Robinson's Inc. in conjunction with Collegeview Homes, Candor: \$241,510

- 4. Cayuga Country Homes, Dryden: \$243,600
- 5. Bailey Homes, Ithaca: \$223,700

Discussion: the committee (which is now Toby and Barry Goodrich) needs to discuss the proposals. Don said that he'd be willing to work with Barry. Pete would like to look into character references and look through bids. The low bid had no paperwork with it. Don: Will need to contact bidders about timeline. Need to get the proposals to be apples to apples. Need to see what the change order process is. Linda suggested a matrix. One copy of proposals will be left in the town hall; Toby will take two copies for working. Don: We need to decide which contractors we want to continue to work with, then work back and forth with them. At the same time, we will pursue funding.

Barry came in at 8:00. Another bidder just got the packet on Saturday from Barry and could not get bid together by tonight.

Committee will meet on Thursday, Nov. 13, at 8 am.

**Budget Discussions**

A motion was made by Don Barber and seconded by Pete Hoyt to adjust the budget as follows:  
 Decrease DA2770 by \$60,487 (balance will become 0) and  
 Increase line DA unexpended fund balance by \$60,487

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

**Highway Shed etc**

Cindy Whittaker is not done looking at bids. Some are turnkey, even though she wanted to have the highway crew build. Cindy will want to buy radios at an extra cost of \$25,000. Will be getting cell phones and handhelds from county because we will maintain the road to the comm. tower. Handhelds reportedly difficult to use. Discussion on merits. Will need to discuss with Cindy. Maybe they should start out with handhelds and see if they work; move slowly.

Pete: Household end of Brearly Road (#610), and maybe working with Candor for plowing. Cindy thought she'd start with the fire departments.

**SEQR for Office Building**

Previous SEQR found that it was a type II, but we have to go through the process again. After we do that, we have to have a public meeting about the project since it's subject to submissive referendum. Not necessary to have the contractor chosen yet. This is the time to do it instead of going through the petitioning process. This is not an official public hearing. December 2nd will hold a public information meeting on the town office building project. Barry will contact Lenny Pogorzala and Steve Nicholson to see if they can attend; he can't.

**Resolutions**

**Resolution 11-3 of 2008**

**Approve General Fund Resources for Watershed-related projects**

By Ms. Adams; Seconded by Mr. Hoyt

WHEREAS 2006 revenue generated from watershed projects was put into the General Fund; and

WHEREAS these funds are intended for watershed related activities; now therefore be it

RESOLVED that the Caroline Town Board approves designation of funds to watershed projects of \$18,895.01 as listed below:

Balance 2006		\$24,353.66
	RPM trees, May 07	\$750.00
	Soil & pots- trees Jun 07	\$114.65
	Excavate holes- trees Jun 07	\$320.00

	TCSW, trees Jun 07	\$72.00
	TCSW hydroseed, tech aid Oct 07	\$320.00
	TCSW drill holes- trees Nov 07	\$382.00
Balance 2007		<b>\$22,395.01</b>

	Gage Sta. 2008	\$3,500.00
Balance 2008		<b>\$18,895.01</b>

Projected Spend 2009	Ekroos Road culvert upgrade 2009	\$7,500.00
	LIDAR flyover data 2009	\$2,500.00
	Barrille II test bore holes	\$5,000.00
	Barrille II, prepare creek bank for redesign	\$3,895.01

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

**Resolution 11-4 of 2008**

**Approve 2009 Budget for General and Highway**

By Mr. Barber; Seconded by Ms. Adams

RESOLVED, the Caroline Town Board approves the 2009 General and Highway budgets.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

**Resolution 11-5 of 2008**

**Approve 2009 Fire Protection District Budget**

By Mr. Barber; Seconded by Mr. Hoyt

RESOLVED, the Caroline Town Board approves the 2009 Fire Protection District budget in the amount of \$66,848.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

**Resolution 11-6 of 2008**

**Approve 2009 Lighting District Budget**

By Mr. Barber; Seconded by Mr. McDonald

RESOLVED, the Caroline Town Board approves the 2009 Lighting District budget in the amount of \$7400.

**Adopted** Barber: Aye; Frongillo: Absent; Adams: Aye; McDonald: Aye; Hoyt: Aye

**Adjourn**

On a motion by Don Barber and seconded by Pete Hoyt, the meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Debra DeAugustine, Town Clerk