

## **Caroline Town Board Meeting Minutes of December 2, 2008**

The Town Board agenda meeting held on December 2, 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  
Linda Adams, Councilwoman  
Toby McDonald, Councilman  
Pete Hoyt, Councilman

### **Recording**

**Secretary:** Cindy Vicedomini, Deputy Town Clerk

### **Privilege of the Floor**

Steve Nicholson: Town Hall Annex Committee. After meeting several times for 8 months, the committee has the recommended specs. Four bids were received for a two-part modular construction. The dimensions used on the layout were those that Tim Seeley and Schickel drew up using the Midnight Sun building. It was modified slightly to fit into the modular footprint. The committee is confident this is what the town needs. The new annex will be handicapped accessible. The present building will still be used for the court.

On demand vs. hot water heater was discussed and after thorough investigation the small hot water heater was more efficient.

The committee chose forced air heat so that the duct work can be used for air conditioning, if needed.

The finished grade has not been completed yet, but will be level to meet handicapped requirements.

Rick from the Fire Department had a concern that there is only one door and the back wall has no windows. It was explained that the records room is on that wall and has no windows for security purposes.

Molly Adams said she does not see the design for the book shelves that was discussed. And in regard to no windows on the back wall, is it really necessary not to have them?

The Clerk's office has no window, but there is a transitional window that looks out in the lobby with windows there for the Clerk to see outside.

Molly Adams also indicated that each circle on the drawing is a sun tube.

Steve Nicholson indicated that the back wall of the building will be as close to the property line as possible. The septic system can hold both buildings. The minimal size is all that will have to be paid for and the water will come from the main building.

Rick asked how long records have to be kept. Don indicated that it depends on what kind of document it is. Steve Nicholson indicated that there are state grants to apply for that would pay for shelving, packaging and climate control device. NYSERDA will be contacted also.

Rose Mary Anderson asked if a grant was available from Home Land Security as Barry had indicated.

Greg Harrington indicated that we will need a disaster plan set up so that all do not meet in the same place. And chain of command meeting places in different locations. There is a grant for that and also for a generator. (EOC Emergency Operation Center)

Bailey Homes and Cayuga Country Homes are the two bidders being considered.

Pete Hoyt - Where do we stand with bid?

Don Barber - We opened the bids and are discussing, creating a comparison that is apples with apples; we are very close to completing that process.

Dominic Frongillo - Asked if there is window treatment to cut down the use of air conditioning.

Don Barber - Indicated that the overhang and gutters will block sun.

Rick - If you are trying to be energy efficient, why not use something else on the roof?

Steve Nicholson - This roof will need to be done and we want it to match the Town Hall roof. There is no significant difference with light or dark shingles -- only 1 to 2 degrees.

Even with grants, how much will it cost?

Don Barber - Over one-quarter million, but under \$300,000. The soonest we can start will be February, because of SEQR regulations, etc. Once delivered, it will be about one and one-half months to move in.

Linda Adams - It is not so much the speed, it is getting a team that can make a time commitment.

Molly Adams - Do you have to apply to bond this?

Don Barber - Before we go to resolution, we have to have a lender. One year ago the Trust Company was willing to lend us money. The process: Early January we will pass a resolution that Town Board will bond for a certain amount of money. A Town Board referendum needs 60 signatures. With a Bond Anticipation Note we make draws and once finished we will stop borrowing against it.

Pete Hoyt - Why wait until January?

Don Barber - Because of the SEQR process. We need a resolution to declare us Lead Agency and send out an Impact Statement and wait 30 days for the recipients to respond to declare this has no environmental impacts before we start. If there are any hiccups, it stretches it out. We are still working on the landscaping so that people can walk up to the entrance of the Town Hall Annex without steps. We are also looking at other places for park and ride spaces for over-flow.

## **Reports**

### **Dominic Frongillo, Town Board**

Susan Barr resignation should be a learning experience and serve the public.

### **Linda Adams, Town Board**

Watershed committee: anyone else interested?

Linda emailed director for procedure at McCormick. Linda also talked to Barry Morris. Linda still working on this.

Went to a meeting regarding Natural Gas.

## **Town Business**

### **Town Hall Basement Repairs**

Chad Novelli - Discussed the hole fixed going into basement and some repair and moisture barrier that is needed. There is water damage from the lack of gutters. He provided a hand-out of the options.

Brook Greenhouse - Indicated that NYSERDA should be looked into, to get more bang for the buck and get the State to pay for one or part of the two options.

### **Application for SEQR**

Don only had one copy so read excerpts from the application (attached). Will be talking with the bank parallel with this application. Would like to get plans done to send off to the State.

Dominic Frongillo - What are the rates, do we only have one from the Trust Company. Bond Market?

Don Barber - We don't borrow until we need it. It does not need public participation.

### **Ithaca Youth Bureau**

City Youth Commission: Pete Hoyt read a letter (in correspondence) from the Youth Bureau asking for \$1,000 from Town of Caroline to help sustain the plan. How will Town of Caroline be involved for our money? How will group interact with Town of Caroline? Pete is gathering questions and will contact someone and report to the Board.

## **Resolutions**

### **Resolution 12-1 of 2008**

#### **Declare Town to be Lead Agency for Town Office Building SEQR Review**

By Don Barber; Seconded by Pete Hoyt

WHEREAS the Town Of Caroline has received a septic permit for the Office Building and,

WHEREAS there are no other permitting agencies involved with the siting and construction of the Town Office Building, now therefore be it

RESOLVED that the Caroline Town Board declares itself to be the lead agency for purposes of evaluating the Full Environmental Impact Statement for the Office Building, and be it further

RESOLVED that the Town will notify the following agencies as Interested Agencies with a copy of the Full Environmental Impact Statement for the Office Building for their comments:

Tompkins County Environmental Health Department

Tompkins County Planning Department

NYS Department of Transportation

NYS Historic Preservation Office

NYS Department of Environmental Conservation

NYS Ag and Markets

Tompkins County Ag and Farmland Protection Board

City of Ithaca

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

## **Agenda Items**

- Authorize Supervisor to sign SPCA Contract for Dog Control in 2009 (8:25)
- Authorize Supervisor to sign Code Enforcement Contract with Town of Harford (8:30)
- Special meeting for paying end of year invoices(8:35)
- Establish date and time for 2009 Organizational meeting.(8:40)

## **Adjourn**

On a motion by Don Barber and seconded by Dominic Frongillo, the meeting adjourned at 10:00 p.m.

Respectfully Submitted,

Cindy Vicedomini, Deputy Town Clerk