

Caroline Town Board Meeting Minutes of February 9, 2010

The Town Board agenda meeting held on Tuesday February 9, 2010 at the Caroline Town Hall was called to order at 7:02 p.m. by Supervisor Don Barber.

Attendance:

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

Recording

Secretary: Marilou Harrington, Town Clerk

Also present: Paul Grennell and Harold Phoenix, Pat Brehl, Jan Burton, Caleb and Nicole Scott (Scotland Yard contractors).

Privilege of the Floor

Town Justices Paul Grennell and Harold Phoenix spoke about the historic Town Hall and the court room being used for public meetings and court hearings. They spoke about a calendar that the court Clerk, Town Clerk along with board members could access to set up meetings. One of their concerns was that dates and times of town functions/meetings would interfere with court proceedings. See attachment 1 for suggested changes by the court.

Other thoughts were that if they were to get a grant to redo the inner court room that the chairs should be replaced with pews or chairs that were bolted to the floor, along with a rail to separate the court public from the court personnel. The changes to the court room furniture and replacement of pictures and unsecured items were based upon guidelines they had received from the Justice Court. The fact that folding chairs and pictures could be used as weapons and that it is mandated by the justice court, that they must/should be removed for safety reasons. Don talked about the Town Hall being functional for both the Court and for use as a public Town Hall. Don said we are basically coming from 2 different places; one from the court being behind a rail and pews where as the Town looks at it from the point of it being a public area. The board talked about compromise. The old library in the historic town Hall will be also another meeting room.

Paul and Harold also complimented Rachel Brown on all the work she had done to prepare for the move to the new offices in the historic Town Hall and getting the building clean and ready for the new carpet and equipment.

Jan Burton thanked the Town for being instrumental in having the speed limit changed to 35 mph in front of the Caroline Elementary school.

Nicole and Caleb Scott from Scotland Yard returned to talk more about the plans for the new parking lot and driveway for the annex building. The 2 proposed plans (see attachment 1 from 2/2/2010 meeting) show a drive through from parking lot to parking lot, with enough room (25ft width) for the Town trucks, snow plows and emergency vehicles. This was a concern that Toby had related on behalf of the Highway Superintendent and the Emergency services of Caroline. (The first proposed plan is preferred by the Town board members and by members of the public that have attended the last meeting. This plan keeps the water fountain in the same basic area whereas plan 2 moved it to the center of the drive around. Also plan 1 gives more lawn in the front west corner.) Caleb spoke about the septic system and possibly moving of the lateral lines. As the septic lines run now they are to the west of the building and they would run under the future parking lot. Plan 1 would call for some modification and moving 2-3 of the parking spaces. Don had asked the Health department to send electronic specifications of the septic system but they refused. The Scott's will stop by the Town Clerk's office for a copy of the original septic plan.

Jan Burton would prefer not to have a drive through parking lot but understood the need for one. She said she would like to see a covered bike rack near the bus stop and she would like more sidewalks as it make the area seem friendlier and less business like. She is happy the water fountain won't be in the middle of the drive through as she said a water source and oil don't mix. She thought a nice idea for the fountain might be to do a fundraiser

to buy honorary bricks or stones to place around the fountain. She also liked plan 1 better than plan 2 except she prefers the larger lawn area near the bus stop and water fountain showed in plan 2.

There was a discussion of benches or picnic table near the water fountain for people to sit on. Toby expressed concern that this might turn into a hang out place for people to smoke and drink. Linda agreed, but all concluded that 1 or 2 benches for people to sit on while filling their water containers would be a nice idea.

Reports

Highway Superintendents Report- by Toby McDonald

The newly purchased truck will be put into service when the title arrives. There was flooding Jan 25th on Hammond Hill Rd and Boyceville Rd. There is been 2 plow wings damaged and replaced.

He asked to have it on record that the Highway dept deserved a great level of appreciation for moving the Town Clerk's, and the Code Officer's office and the Librarian to annex building.

Linda also mentioned about how impressed Barbara Kone was with the help of the Highway department in her move to the new annex building. She would like to nominate them for the citizen award; however Town employees can not be nominated.

Don Barber, Supervisors Report-

Health Insurance Consortium: Final issue- Union Voting. As a board of director chair, Don is in nearly daily contact with NYSID.

Road preservation Legislation- Road Construction Law- draft available meeting with Highway Supt this week- any adjustments will be made and local law ready for deliberation by Town Board.

Town of Caroline Buildings and Grounds Committee- Four volunteers: Barry Goodrich, Pat Bhrel, Brooke Greenhouse and John Reed. The committee would review the scope of work for the annex office building and Historic Town Hall, along with the several highway barns, a veterans memorial, and several cemeteries that need oversight and planning for preventative maintenance and repairs. To save taxpayers money, the Town Board is looking for advice from this committee to research and develop preventative maintenance plans and energy conservation initiatives.

Transportation Committee Representative- State and Federal Transportation Funding is granted to Tompkins County based on priorities established by the County's MPO (Municipal Planning Organization). The Town of Caroline seat is currently vacant at the MPO table. This committee establishes funding priorities for highway improvements and infrastructure repairs like bridges and funding for other forms of transportation like mass transit, pedestrian and bike paths, etc.

Representative to Youth Bureau -The County Youth Bureau allocates funds for youth programming and helps create and maintain youth programs county wide; including those program overseen by our Youth Commission.

Planning Board -The Town of Caroline Planning Board currently has 2 vacancies. The Planning Board is a 5 member Board whose function is to engage the community in dialog about their vision for the future of our community and develop plans and strategies to reach those goals. Three people have called the Town Clerk and Town Supervisor and the Town clerk has sent out applications.

Workers Compensation Alliance- Don will write a letter to the Workers Comp Alliance demanding a change in process so that there are accurate numbers on which to base the budget. As of now, because of their constant changes the Town Workers Comp line item is estimated at \$3000 over budget.

Dominic Frongillo, Town Board-

NYSERDA- NYSERDA grant application (see Town Business)

Listserv- One person interested in managing the listserv. Town board members will put out “feelers” for others that may be interested.

Google calendar- will be assessable to Town board members, Town clerk and Town court. Other groups would have to contact a town board member or town court to schedule and time on the Google calendar. The Town clerk would be responsible for scheduling all the Town board meetings.

Webmaster- Katy Nicholson will be the webmaster for 2010. There is no set contract for the position.

Linda Adams, Town Board

Barrille 2 is open for bids on February 17th, 2010. Anyone that wants to look at the property can do so and submit a bid. One family and the telephone company haven’t been contacted yet, but all of the other families involved seem to have a good understanding of the project and our communicating well with each other.

There was a meeting of the Natural Gas Coalition held at the Town Hall last Saturday (February 6th) and 40 people attended. Tompkins County will be holding a more formal Natural Gas Coalition meeting on Saturday, March 13th, from 1-3 pm at the Dryden VFW or the Dryden Fire station.

Toby McDonald, Town Board

Toby asked to have it on record that the Highway dept deserved a great level of appreciation for moving the Town Clerk’s, and the Code Officer’s office and the Librarian to annex building.

Linda also mentioned about how impressed Barbara Kone was with the help of the Highway department in her move to the new annex building. She would like to nominate them for the citizen award, however Town employees can not be nominated.

Town Business**Subject-**

Pleasant Valley Electric- To install fire alarm system

Phones in annex and historic Town Hall- operational without many major problems since last week

Chair rails in annex building- Brooke Greenhouse supplied an estimate to place chair rails in the Town Hall annex building to alleviate smudge marks on walls in the library, clerk’s, code officer’s and supervisor’s office. The cost is \$1650 for whole building, including installation. Linda talked John Adam’s line of work and if it would be worth asking him for an estimate. After a lot of discussion it was decided that the amount Brooke Greenhouse would charge was reasonable for the amount of area and the installation.

Handyman Position Appointment

Four people were interested in the position; 3 applied with one withdrawing his application because he found another place of employment. The 2 candidates interested in the position are Dave Spaulding and James Lawson.

Dave Spaulding-Don couldn’t get hold of his references.

Discussion of the requirements and it was agreed that the person hired would need to be a “self starter.” Pat Brehl said she knew Dave Spaulding, that he was very good at projects of interest to him, that he is a hard worker.

Jim Lawson- Supplied a written letter of recommendation from his previous employer plus Don spoke with the director of Cayuga Nature Center. The director gave him a very good recommendation and said that Jim did the type of work that the Town was looking to employ him.

The majority of the board agreed that Don could offer the position to Jim Lawson. Dominic had reservations about offering the position at this time, feeling that in fairness, that Dave Spaulding's references should be contacted first. The board agreed the position needed to be filled sooner rather than later, and so Don will offer the position of 4-5 hours a week to Jim Lawson as handyman for the historic and annex Town Hall building

NYSERDA Application for Energy Conservation Projects at Town Hall and Town Barns

The board discussed projects that would be beneficial to have repaired/replaced at the historic Town Hall and the Town barns.

Two major projects were discussed. It was agreed that the historic Town Hall needs to be insulated, sealed etc, and that the Town Barn's had areas that need attention.

The max amount invested by the Town means the chance of getting the grant increases. Pete said let's go for the 100% by investing 20% and expecting 80% from the grant. It was agreed by the whole Town board that the cost of the repairs needed for the historic Town Hall and The Town Barns would well exceed the 20% the Town would agree to with grant. That the Town could only save money by applying for this grant, (which does not require a commitment if the Town at any point decides to back out). Shawn Lindabury will do the grant writing for the Town through Tompkins County Cooperative Extension at no charge to the Town. See attachment 1

Collaborative Agreement for Energy Specialist Grant

The energy specialist would be hired and shared with the various Town's (with the town of Caroline having a percentage of the time translating to a couple of hours a week.) Toby had concerns of the value of a specialist to the Town; what was the allotted time worth to the Town and would it cost more in Town commitment then the specialist could match with the information they provided? Pete agreed with Toby that the portion of the time committed to the Town wouldn't transmit to a substantial change that would add value to the Town. Toby also asked if we had tangible work for a specialist to do. Dominic answered saying that he and Shawn Lindabury did a survey (through TC Cooperative extension) showing lack of staff in area Town's and the fact that the Town's lacked personnel to do research (to improve various areas within their Town's) was a value in itself. Don expressed concern about the time commitment too. Dominic also reminded the board that the Town of Dryden would lead the proposal and that the Town of Caroline could decline at anytime.

Webmaster- Katy Nicholson does not have a contract with the Town for the position but the website committee has created a job description, see attachment 2

Google Calendar- Dominic to set up calendar on Google for Town Hall Historic building meetings to be scheduled by Town Board, Town Clerk and Court Clerk.

Community Service Award Committee- Members need to be appointed.

Transfers

A motion was made by Mr. Barber and seconded by Mr. McDonald to make the following transfers:

Resolved, the Caroline Town Board hereby authorizes the Supervisor to transfer 2010 funds as follows:
\$ 864.00, from Highway Fund Account DA 9040.8 Worker Comp to Highway Fund Account DA 9010.8 Retirement

And,

Be It Further Resolved, the Caroline Town Board makes the following budget adjustment: Increase Revenue Line A 2189 Other Government by \$3000. And increase Appropriation Line A 9040.8 Workers Comp by \$3000.

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

Approval of Abstracts

Bond Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. McDonald to approve payment for the Bond Fund voucher numbers 01 in the amount of \$23,52.00.

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

Fire District Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. Hoyt to approve payment for the Fire District Fund voucher numbers 01 and 03 in the amount of \$70,205.00.

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

General Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. McDonald to approve payment for the General Fund voucher numbers 37 through 90 in the amount of \$112,665.72.

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

Highway Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. Frongillo to approve payment for the Highway Fund voucher numbers 04 through 40 in the amount of \$62,009.33.

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

Streetlight Fund Abstract

A motion was made by Mr. Barber and seconded by Ms. Adams to approve payment for the Streetlight Fund voucher numbers 04 and 05 in the amount of \$694.07.

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

Resolutions

Resolution 2-1 of 2010

Authorize Town Supervisor to sign the NYSERDA RFP GRANT

By Mr. Barber; Seconded by Mr. Hoyt

RESOLVED, the Town Board authorizes the Supervisor to sign the NYSERDA Application for Energy Conservation Projects at the historic Town Hall and Town Barns.

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

Resolution 2-2 of 2010

Authorize Town Supervisors to sign agreement for Energy Specialist

By Mr. Frongillo; Seconded by Mr. Barber

RESOLVED, the Town Board authorizes the Supervisor to Enter into Collaborative Agreement for Energy Specialist Grant

Denied Barber: Aye; Frongillo: Aye; Adams: nay; McDonald: nay; Hoyt: nay

**Resolution 2-3 of 2010
Support Broadband Grant Application**

By Mr. Barber; Seconded by Mr. Hoyt

RESOLVED, the Town Board will authorize the Town Supervisor to sign a letter of support for the Broadband Grant Application

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

Adjourn

On a motion by Don Barber and seconded by Peter Hoyt, the meeting adjourned at 10:16 p.m.

Respectfully Submitted,

Marilou Harrington, Town Clerk