

Caroline Town Board Meeting Minutes of March 2, 2010

The Town Board agenda meeting held on Tuesday, March 2, 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, absent
Toby McDonald, Councilman
Pete Hoyt, Councilman

Recording

Secretary: Marilou Harrington, Town Clerk

Also present: Craig Scutt, Dave Herrick

Privilege of the Floor

Craig Scutt with Dave Herrick opened 6 bids; Chemung contracting, RMS gravel \$774,017.50 Mano Construction Ridgeway Pa \$882,190.00, Sliver Line construction \$934,859.00 Bolyns Excavating and Top soil Conklin NY \$659,550.00. Craig and Dave will meet again tomorrow (3/3/2010) and to review the bids and go over the paper work to make sure everything is in order

Joe Serbin from New York Land and Lakes has contracted to buy the Denmark property, which the access road to the property is posted as a low maintenance road. He wants to open up the road to the end of the Demark property and divide the surrounding property into 10 lots. He also spoke to Mr. Shields, who owns the property across the way and has a seasonal cabin. Mr. Shields would also like better access to his property. Joe would also provide space for the Town Highway department to have a turn around. A legal easement will need to be in place.

Supervisor Barber said the Town Attorney, Guy Krogh said that subdivision approval is not required. A SEQR review will probably not be required either. The whole process should less than 60 days, with the drafting of a local law and the easement for the turnaround.

Reports

Dominic Frongillo, Town Board

Dominic and Katy Nicholson held website training with the Town clerk, Marilou Harrington and the Highway Superintendent Cindy Whitaker and her assistant Jessie. Training consisted of learning how to post minutes, forms and other information on the Town website.

Listserv- Dominic is working to find someone to manage the listserv.

Pete Hoyt, Town Board no report

Linda Adams, Town Board absent

Toby McDonald, Town Board (reporting for Highway Superintendent)

Cindy Whitaker, Highway Superintendant had a visit from the Dept of labor, she received a notice of violation with an order to comply. One of the violations were listed as serious. A non serious violation that had to do with the proper care of paint cans at the welding station has been fairly easy to rectify but the serious violation had to do with the Town's work place violence policy. The Town has to consult employees for in put into the program; employees need to be interviewed about work place violence and if they have felt or do feel threatened in any circumstances. Toby called the NY State Training session from the dept of labor. The written policy (904) from the employee hand book must be posted in the work place. Toby was also working on an employee questionnaire for employees to add their input or if they had concerns.

Don Barber, Town Board Supervisor

Finlo- is ready to start with the solar panels as soon as possible. It is expected that there will be an aprox. 75 percent return from NYSERDA. This will mean the total cost to the Town will only be about \$23,000. Pete expressed concern about whether the amount will actually be paid by NYSERDA. The board discussed that NYSERDA has always paid in the past and their wasn't a reason to believe anything would change in the future.

Seasonal and Low maintenance roads- Pete asked the difference between caring for the roads classified as low maintenance vs. seasonal. Level Green Road should be titled as seasonal. Supr Barber reported that the Town has been approached by NY Land and Lakes subdivisions that extends into the minimum maintenance section of Level Green Rd. at the top of Level Green Rd. The highway Supt. Has seen the plans and supports removing this road section from the minimum maintenance designation , provided the Town receives an easement for a turn-around at the end of this development. The developer has agreed to this condition. Supr. Barber will work with the Town Attorney to draft a local law renaming this section for minimum maintenance designation.

Quality Community Planning Grant- The Planning Board grant comes to an end 3/31. The Planning Board has created a Local law draft to be presented at the March 9th meeting. There is no official endorsement; it is a draft to be presented to the State to receive the remainder of the grant (\$10,000). The draft will go into the Town's correspondence file and then the Planning board will work on the local law draft and decide if it is something that should be presented to the public or not.

Building and Grounds Committee- John Reed, Barry Goodrich, Pat Brehl and Molly Adams committee members will meet in March to go over projects with Jim Lawson and Don Barber.

Town Business

Annex Building Parking – Map for the landscaping- Pete would prefer to not have so many parking spots and would prefer much more green area. Don concurs. Pete and Don also agree that they would prefer 20 spaces instead of 26 parking spaces. Some of the parking spots will be used for commuters. Pete questioned if there should be just municipal parking. The board discussed the possibility of commuter parking behind Dandy Mini Mart and they agreed someone should work with T-Cat about the amount of commuters. Dominic will follow up with T-Cat.

Local Assessment Board- to appoint Bob Spaulding, Len Porgazola and Cal Snow. Toby offered to be on the advisory board if any one who was asked was unable to be aboard member.

Solar panels- The grant was approved for the solar panels for the new annex building. The Town will pay for materials up front for \$68,532.15 for 60 panels. Then the Town will get back roughly 75% from NYSERDA. Don met with Tony Henderson, Project Manager for Finlo Renewable Energy. Once payment is approved, he will schedule delivery of materials and will coordinate with Highway Superintendent, Cindy Whittaker, about additional storage space. The construction can start as soon as next week

Road Extension / Local Law: A seasonal road is established by state law and a minimum maintenance road is established by town/local law. If the town wants to absorb the cost to upgrade a minimum maintenance road, they do it willingly.

Department of Labor: We received a Notice of Violation and Order to comply from the Safety and Health Bureau of New York State. Some minor issue down at the Highway Department with paint. There has been some training on how to use it. We do not have an approved Violence in the Workplace Program; our current policy, was created consulting employees for input. Toby spoke to the compliance officer in Binghamton who gave advice on what to do and to hold a training session. We will need people from the Clerk's Office and from Code to come to the training, as well. We need to ask everyone if they have or had any issues. Then we need to set up a procedure, so if you are in danger, we have a procedure. We also need to keep a record for annual review. If we just had this posted, we might not have been written up. We have until May 17th to get this taken care of.

Planning Board Applications: We have 3 applicants and two seats to fill. Hal Craft was mentioned as a potential fourth candidate. The candidates will be asked them to come to a Town Board meeting for an informal interview. After hearing the candidates the board will take a week to review and then make a decision.

Local Laws – Road Construction: Anyone who wants to put in a culvert has to follow local law. Ithaca and Lansing have similar laws. The Town would supervise a contractor with the idea to give people minimum

problems to have to deal with.

Building and Grounds Committee: One of the vacuums broke and Pete will pick one up as a replacement.

Unified Court: The historic town hall will be receiving a grant for \$16080 for court room upgrade.

DEC: DEC had a unit meeting about Yellow Barn Forest. Written comments have to be in by March 11th.

Approval of Minutes

Minutes of Agenda Meeting

A motion was made by Mr. Barber and seconded by Mr. Hoyt to accept the minutes of February 2, 2010 as submitted by the town clerk.

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

Minutes of Business Meeting

A motion was made by Mr. Barber and seconded by Mr. Frongillo to accept the minutes of February 9, 2010 as submitted by the town clerk.

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

Resolutions

Resolution 3-1 Authorize Town Supervisor to pay for Solar materials prior to Abstract per contract with Finlo contract

By Mr. Barber; Seconded by Mr. Frongillo

RESOLVED, The Town Board authorizes the Town Supervisor to pay prior to Abstract to Finlo Energy for \$68,532.15 for solar panels and installation for the annex building.

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

Agenda Items

- Local laws- road ext
- Planning Applications
- Youth Service contract
- Listserv (Keith)
- Assessment of advisory committee

Adjourn

On a motion by Don Barber, and seconded by Dominic Frongillo, the meeting adjourned at 9:45 p.m.

Respectfully Submitted,

Marilou Harrington, Town Clerk