

by Supervisor Don Barber.

Attendance:

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

Recording

Secretary: Sandie Baker, Deputy Town Clerk

Also present: Colleen Kearns, Cayuga Lake Floating Classroom Project I.O.
Caleb & Nicole Scott from Scott Land & Yard Services

Privilege of the Floor

Colleen Kearns from the Cayuga Lake Floating Classroom Project

There is an exhibit from the Cayuga Lake Floating Classroom Project on display at the Caroline Elementary School. (See *attachment A*) The Cayuga Lake Floating Classroom Project is the 'educational arm' in collaboration with the Cayuga Lake Watershed Network. Ms. Kearns is speaking to the Town Board to make the public aware of how annual funds are put to use as well as income returned into the community as a whole. The Floating Classroom is used for multiple purposes. It is a year round program serving over 2,000 students and several hundred adults within the community. The Floating Classroom is striving to become a 'non-profit organization'; it is currently in collaboration with Cooperative Extension, Ithaca, GIAC, and Ithaca Youth Bureau, and several others, to achieve this goal. The Floating Classroom boat sails at a cost of \$300 to take riders out onto the lake for a "hands-on lesson" of the make up of Cayuga Lake's ecosystem. 30-80 students ride on the boat for a moving classroom lesson. One goal is to facilitate team building and enhancing social skills among the students. The Floating School offers actual hands on samples that the students are able to work with. For some students this is their only "on the lake experience".

The Floating Classroom does not have sufficient funds for its summer program. There are twelve schools within the Cayuga Lake Watershed in the program. The Floating School has funding of \$8,000 total of which \$3,000 which is offered to the scholastic program. There is \$10,000 in donations, including equipment, funds, etc., from local community. The ultimate goal of the program is to help students understand the local ecosystem and how it affects them as well as their neighbors over all. Some of the future goals of the program will be to maintain sustainability going forward. This was the first year for the program in Caroline. Supervisor Barber suggested that the Classroom may want to incorporate recent information about Caroline's major aquifers into the Caroline curriculum. Councilwoman Adams mentioned that "there is a 'gap' between community knowledge and classroom knowledge of local ecosystem." Deputy Supervisor Frongillo commented: "Why do other municipalities not contribute to the program?" Ms. Kearns replied "there needs to be a larger interest to promote more funding for the program. Federal funding came from associating with the Cayuga Lake Watershed Network. Local government may be an avenue to find more funding. Dominic suggested that it would be beneficial to the program for other townships to become aware of the classroom project.

Caleb & Nicole Scott from Scott Land & Yard Services

Construction Details: Presented Town Board with proposal for Flag pole area and sidewalk along with notes and drawings of sidewalk so the project could be bid competitively. Based on 'grading' no need for a catch basin at edge of the sidewalk, instead a slope of about 8 inches from side walk. Cindy Whittaker will be working on realigning the grading of the parking lot to ensure drainage. Scott's presented an estimate for fine grading. Caleb suggested hydroseeding as opposed to just drop seed. Berms height— Nicole suggested "two to three feet" as screens to view of parking lot, can always pursue shorter plantings. [3 feet high] Don: per conversation with Cindy: 3-4 inch thick topsoil from ditching will be placed over lawn area. Pete commented a suggestion of no more than 2 feet; Nicole questioned Caleb about addition of topsoil for berms. Plantings will have highly composted topsoil. Ditch diggings will be used as 'sub base' for landscaping. Rock "hounding", more specific parking and flag pole, in front of the building, suggestions are in notes: board will decide on these at a future date.

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Comment [1]: Links from Linda for Blogs reg: classroom. (follow up with Linda on info)

plants; Estimate also itemizes actual costs of plantings and plants. A more comprehensive list on the actual design of planting beds is needed. Future fountain area was discussed; Don questioned if Cindy was consulted about the asphalt. Town will take care of any asphalt placement. Nicole agreed to email all documents to the board members.

Caleb questioned budget; suggested that he and Nicole can lower the rates that they would be charging if needed. Don suggested they respond to the sidewalk RFP; at this time anyone can bid on the work to be done. Don mentioned some volunteers signed up to help and we may need their help in the “finishing” stages.. Benches, bike racks for Eagle Scouts were discussed; the leader would have to present to the board what types of options are available to the Town for installing the benches.

Visitor: A local student studying government sat in for this Town Board Meeting.

Department, Committee, & Liaison Reports

Toby McDonald, Councilman

Today, May 4, at 2:00 p.m. Councilman McDonald hosted the Violence in The Work Place seminar with Mark Semora (**check spelling**) presenting. The seminar was attended by 13 representatives from Town of Caroline with 3 additional representatives from the Town of Danby. Town of Caroline was represented by individuals from the Highway Department, Town Clerk and Deputy Town Clerk, and the Building & Fire Code Inspector. The training session lasted about 3-hours.

Going forward the Town will designate one person as the primary contact person should anyone have a future issue of violence in the workplace. It was decided that the board can set the appointment at the annual meeting; however, Toby was happy to be that contact person until January 2011, or until someone else is delegated as the contact person. Supervisor Barber questioned Toby with whether all requirements for compliance with Department of Labor had been met. The town just needs to be ‘ready’ should an incident of violence in the workplace occur. This procedure aligns within the Town of Caroline Employee Handbook; “work place violence” Section 900-5.

The Town Court is still deciding what the outcome would be for implementing new changes to the Town Courtroom. It is planned to get rid of chairs, installing a half door for court clerk as a point of separation with the public, as well as a buzzer or bell for the main door. Toby mentioned the items were identified to staff in January 2010. Don followed up with the Board regarding Justice Grennell liking to implement changes in the old Town Hall. Don re-visited the entry way solutions—mentioning hooking the front door up to light to alert when some one is entering. Don also re-visited the plans for the platform extension to a four inch rise; the court clerk’s position will be to the left of the Judges bench, the judge will be able to access bench from the right and the witness will set to the right of the Judge. Don commented that a railing along the outside end of the raised platform will be the separation between the Justice and the public. The storage area will be relocated. Seating pew styles are being pursued, there is no proposal as of yet.

A mention of pictures either make things higher or lower—attach permanently to the wall. Pete commented. Also, “Sounds like good progress is being made.” Dominic asked a question regarding bench pricing.” Don responded “there is a \$16,000 request for proposal being put together currently. **As** of this date, no decisions have been made.” Toby asked if Town Court will come up with a final plan to the Board. Don replied “Yes, and if numbers are too high, then they will have to revisit to assess the figures and design again.” Don replied that there was “No commitment made as of yet.” Functionality for both Court and Town Board must be considered along with aesthetics. Pete, “As long as pictures are accessible to view for public. Toby, “People find historical pictures interesting.” Pete, “Benches should be moveable.” Toby would like public input.

Dominic Frongillo, Deputy Supervisor

Bruno Schickel contacted Dominic regarding properties on Boiceville Road. Don suggested that Mr. Schickel contact the Subdivision Review Board. Mr. Schickel wants to meet with board members to gather more information regarding this.

The solar panels on the new town office building are up and running. NYSEG has refused to install a demand meter before July that will enable the Town to net-meter. Tony Henderson is putting data on Town website to link the two. Website training videos are accessible; Board and committee’s can post events and edit calendars with an account. The Town listserve is being worked into Google Groups. There is a threshold for activating/inviting people, this has changed, and rather than lose current subscribers, current subscribers are being added individually.

Barrile II, Barry met with John Negley and Bill Case talked about meeting to develop a price. Barry suggested that Bill meet with Pete. Don explained easement and the bid to remove tree and vegetation removal. If bids are higher than threshold for one bid, we will need to create an RFP. Toby: Saw Bill Case this afternoon, asked if he had surveyed trees, Bill said that he would not come in under the \$3,000 bid threshold for single bid for Public Works contracts. Don requested an RFP be developed asap, Linda agreed to help with this. Barry will follow up with Pete and Linda, and gather information needed for RFP. Barry and Pete discussed obstacles at the site.

Town Business

Dog Control: First Quarter report is back see Don's attachment from Tompkins County animal control. Board discussion. Dog Census—Don suggested that the idea of a dog census start out with a mailing, followed up with door to door visits for those that haven't responded and that someone with a 'badge' or official uniform perform the door to door census; dog license fee to be paid to the Clerk. Don suggested the revenue from new licenses would offset the postage cost of the mailing

Letter discussion – Current dog license reminder letters: populus feels that reminder letters are invasive. Letter should be worded with correct and respectful verbiage so that the community will not feel quite so threatened. Health Department mandates that RABIES shots need to be done; the standard protocol is to submit proof of rabies inoculation before a dog license is issued. Board discussed holding and funding free clinics for rabies vaccines and spay and neutering.

There is a need for a starting point for implementing a dog census for Caroline; suggestion made to ask other municipalities on what procedures they have used in the past. Pete brought to attention the 'honor-system' would not be beneficial to gain an accurate census of dogs in township. Linda stressed without an effective program, that the feral cat and dog population could rise to unmanageable proportion. Toby suggested that we 'publicly' announce that there is a dog enumeration program happening and that they will receive a letter. This perhaps will offset the 'offensiveness' of the letter on the public. The 2010 State budget proposal provides that dog license funds will go directly to the township as opposed to the State. Don will put together a sample dog enumeration letter draft and submit to other board members to make suggestions/corrections before generating a letter to the public. Don explained that some other townships will be hiring the SPCA for dog census and plans to send letters out for enumeration. Toby asked: What will the SPCA will charge? Answer from Don was the SPCA is looking at a fee of \$5 to \$10 per household visited. Town can reduce this cost by analyzing data base. Pete, Toby, and Linda agreed that it would be better for an individual to appear to each resident to actually count the animals. Pete asked for Board vote on final letter.

Road Construction: Don is working on road construction law will need to develop a fee schedule. Don will be sending Pete, Linda, Dominic, and Toby copies for them to review. Don is working with Cindy on a fee schedule. Board would like to introduce this law as early as next week.

Manufactured/Mobile Homes: A developer has approached John Daniels, Building Commissioner, about expanding his mobile home park. Code Enforcement Officer discovered a number of inconsistencies between the Caroline Mobile Home Park Law and NYS Building Code. Code Enforcement Officer will be reviewing the mobile home building law with an assist from Dominic and Toby on the technical aspects of the law.

Approval of Minutes

RESOLVED,

A motion was made by Don Barber and seconded by Dominic Frongillo to accept the minutes of the of April 6, 2010 meeting as submitted by the Town clerk.

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

RESOLVED,

A motion was made by Don Barber and seconded by Dominic Frongillo to accept the minutes of the of April 6, 2010 meeting as submitted by the Town clerk.

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

- Talk about implementing a dog enumeration: drafting a letter to the community, cost management, and profit for township.
- Introduction on Road Construction Law; the cutting into the road to add an access, pipeline, etc.
- Appointment of Cindy Whittaker to ITCTC Planning Committee
- Easement for turnaround off Level Green Road
- Appointment of Work Place Violence Contact

Adjourn

On a motion by Don and seconded by Dominic, the meeting adjourned at 8:57 p.m.
Respectfully Submitted,

Sandie Baker , Deputy Town Clerk