

## Caroline Town Board Agenda Meeting Minutes of November 4, 2020

The Town Board Agenda Meeting was held electronically via Zoom teleconference on November 4, 2020 beginning at 7:02 p.m. hosted by Supervisor Mark Witmer

### Attendance:

Supervisor Mark Witmer  
Councilmember John Fracchia  
Councilmember Irene Weiser  
Councilmember Tim Murray  
Councilmember Cal Snow

### Recording Secretary:

Jessica L. Townsend, Town Clerk

**Also Present:** Highway Superintendent, Bob Spencer; Town Bookkeeper, Velvet Lyke and 1 member of the public

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### Privilege-of-the-Floor

None

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### Additions or Deletions to Agenda

Supervisor Witmer will call Executive Session at the end of the meeting to discuss legal matters.

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### Budget Meeting #4; Set Public Hearing on Proposed 2021 Budget

Supervisor Witmer made the proposed changes to the Tentative Budget:

Account	Tentative Budget	Change	Preliminary Budget
A1110.2	0	+6,500	\$6,500
A1110.4	6,000	+1,400	\$7,400
A1110.404	0	+1,000	\$1,000
A1620.1	2,000	+1,257	\$3,257
A1620.12	2,000	+1,000	\$3,000
A5132.2	2,000	+1,500	\$3,500
A6989.418	2,500	+500	\$3,000
DA5130.2	130,000	+50,000	\$180,000
SF3410.413	57,324	-3,124	\$54,200 (Speedsville V.F.)
SF9040.8	8,114	-367	\$7,747 (Speedsville W/C)

\$194,000 of Fund Balance applied to reducing tax levy  
1.75% increase in tax levy  
-0.13% below Tax Cap

End-of-year Fund Balance estimates:

A Fund Balance: \$195,000  
DA Fund Balance: \$170,000

Discussion: Supervisor Witmer recommended the installation of security cameras at the Town Court and Town Offices. A recent event occurred on the premises and he feels it is appropriate to get better security for staff. The Court has requested a security system in the past and the Town Board agrees that it is a good thing to move forward on. Supervisor Witmer then went through each line item that had proposed changes and clarified his reason for doing so. Further discussion regarding A Fund Balance and the possibility of not offsetting the levy in the future in order to stay above the 15-20% recommended balance.

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## Resolutions

### **Resolution 129 of 2020 Changes to 2021 Tentative Budget**

A motion made by Supervisor Witmer and seconded by Councilmember Fracchia to accept the proposed changes to the 2021 Tentative Budget

**Adopted:** Witmer: Aye; Fracchia: Aye; Weiser: Aye; Snow: Aye; Murray: Aye

### **Resolution 130 of 2020 Set Public Hearing to Adopt 2021 Tentative Budget**

A motion made by Supervisor Witmer and seconded by Councilmember Murray to set the Public Hearing for November 12<sup>th</sup>, 2020 to adopt the 2021 Tentative Budget

**Adopted:** Witmer: Aye; Fracchia: Aye; Weiser: Aye; Snow: Aye; Murray: Aye

### **Resolution 131 of 2020 Approval of Minutes of October 14, October 15 and October 20**

The Town Board approved the Minutes of October 14<sup>th</sup> Business Meeting, October 15<sup>th</sup> Budget Meeting, and October 20<sup>th</sup> Budget Meeting as submitted by Town Clerk, Jessie Townsend.

**Adopted:** Witmer: Aye; Fracchia: Aye; Weiser: Aye; Snow: Aye; Murray: Aye

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## Committee Reports

**John Fracchia, Councilmember** – Revising RFQ for the Town Highway Barn.

**Irene Weiser, Councilmember** – Cornell Sun and Tompkins Weekly did an article about Tompkins County's broadband initiative. A total of six municipalities, including Caroline, chipped in to help the County with the financial cost.

**Cal Snow, Councilmember** – None

**Tim Murray, Councilmember** – Planning Board is working to finish the draft Comprehensive Plan and is set to meet on November 11, 2020. Tim recommended the Board consider extending the Moratorium because of the upcoming December 10<sup>th</sup> deadline. Supervisor Witmer agreed to speak to the Town Attorney regarding the extension. Tim also announced that the Planning Board will have two open seats available. Candidates can apply on the town website (On the homepage, go to the Documents tab, click on Volunteer Application Form).

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**Agenda items for October 14 Business Meeting**

Public Hearing and Vote to Adopt the 2021 Budget  
Resolution for Court Clerk wage rate policy  
Resolution for Part-Time Employees paid holidays policy  
Standard Workday Resolution  
Update on Comprehensive Plan

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Executive Session was called by a motion made by Supervisor Witmer and seconded by Councilmember Murray to discuss potential legal issues and was carried unanimously at 8:19 p.m. and ended at 8:57 p.m.

---Adjourn the meeting ---

Respectfully Submitted,

Jessica L. Townsend, Town Clerk