

Caroline Town Board Agenda Meeting Minutes of September 1, 2020

The Town Board Agenda Meeting was held electronically via Zoom teleconference on September 1, 2020 beginning at 7:06 p.m. hosted by Supervisor Mark Witmer co-hosted by Councilmember John Fracchia

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: 11 members of the public

Privilege-of-the-Floor

None

Additions or Deletions to Agenda

Supervisor Witmer would like to add two items for discussion tonight; update on Health Consortium issues and proposal of Town Newsletter.

Interviews and appointments to Caroline Land Use and Economic Development Task Force

Supervisor Witmer started by stating that the task force has been formed upon the completion of the Comprehensive Plan and they are tasked with investigating land use guidance tools that the Town may implement in light of the findings and vision in the Comprehensive Plan. He will be offering an amended resolution for the Task Force to designate a town board member as a Chair.

Yusmin Alim – Attended and graduated from City and Planning Department at Cornell University and worked as a Planner in Indonesia and now resides in Caroline. Councilmember Weiser asked about availability and estimated that they would be meeting twice a month with a fair amount of work in between. Mr. Alim said he is available in the evenings. Councilmember Fracchia asked a question that he will be asking everyone, and that is if he has read the current Comprehensive Plan and if so, is there anything in particular about it that stands out to you as important? Mr. Alim said yes, he has read it and he likes that it has language including racial equality. Councilmember Weiser also asked to name one thing they love about Caroline. Mr. Alim said it has to be the beautiful scenery and the clean water.

Jonathan Bates – As a resident, he would like to be more active in town decisions and this fall he has the availability to make this commitment. He has design experience, and he feels he has some holistic experience to bring into the group. Councilmember Fracchia asked what in particular stands out to him in the new Comprehensive Plan. Mr. Bates said that he has not read the revised version but that he has read the previous one. An important piece to him is the mapping out of designated areas of where there can be new builds and other parts that should remain natural lands. This is where he wants to live long-term with his family and this is an important aspect to him. Loves the community here, the rolling hills and the change of seasons.

Michele Brown – Interested because she has lived here 25 yrs and she really likes the area. She is semi-retired now and has the availability to research for this taskforce. Values the community here and in order to get this Plan to work, it is important for people to come and work together on something like this.

Barbara Knuth – Has been a resident for 33 years. She is transitioning into a new position and she will have more availability. Has volunteered a lot in the past but would like to serve the community again. Delighted to see the revised Comprehensive Plan.

Barbara Lynch – She has been excited to see the town flourish over the years. Doesn't know the whole Town of Caroline well but would like to get to know it better and learn more about an equitable development that reserves open space. She is retired and has the availability this fall to commit to this task force. Has read the new draft and loves the land acknowledgement in there.

Rebecca Schillenback – Would like to be more involved in local issues and feels like this is a good opportunity. Believes this is an important moment in the town of Caroline where we have an opportunity to help the community thrive. Has read the 2006 CP. Strategic planning for new development.

Kathryn Seely – Has lived here for 19 years and has seen changes and positive growth. Wants to see small businesses thrive. Need to center on controlled growth. Is familiar with both the old Plan and the revised Plan.

Supervisor Witmer along with Councilmembers Fracchia and Weiser thanked everyone for applying. Councilmember Murray will be reaching out to everyone tomorrow to set up a time to begin to process.

Resolution 109 of 2020

The Town of Caroline Land Use and Economic Task Force Members

A motion by Mark Witmer and seconded by Irene Weiser to appoint the following interviewees as members of the Town of Caroline Land Use and Economic Task Force Members:

Yusmin Alim, Jonathan Bates, Michele Brown, Barbara Knuth, Barbara Lynch, Rebecca Schillenback and Kathryn Seely.

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

Resolution 110 of 2020

Chair to the Town of Caroline Land Use and Economic Development Task Force

A motion made by Mark Witmer and seconded by John Fracchia to amend Resolution 103 of 2020 to include Town Board member Tim Murray as Chair:

Whereas, the Town adopted a 180-day Moratorium on June 10, 2020, to allow completion of the update to the Town's Comprehensive Plan in order to ensure that future residential and commercial land use developments are in congruence with the Town's vision of the community; and
Whereas, the draft updated Comprehensive Plan reiterates and amplifies many of the goals concerning small businesses in Caroline expressed in the 2006 Caroline Comprehensive Plan of:

- i. increased town pride, civic engagement, and community investment,
- ii. increased support of local businesses and opportunities for new small and home-based businesses, central to continued viability of the town,
- iii. economic development in hamlets compatible with other long-term goals,
- iv. encouraging locally-owned businesses that integrate with the rural residential and agricultural nature of the town, and discouraging commercial development that would negatively affect

local agriculture, business, and residential communities, and
v. encouraging businesses to protect air and water quality, reduce impact on traffic density and road quality, use clean and renewable sources of energy, and embrace sustainable business practices; and

Whereas, through its work on the revised Comprehensive Plan for the Town, the Planning Board identified a number of important tools for guiding future land use to promote the community vision that the Town may wish to implement, chief among them Formula Business Restrictions, Economic Impact Review Laws, and Zoning Laws; and

Whereas, achieving the goals of a Comprehensive Plan requires identification and careful development of appropriate regulatory tools; therefore be it

Resolved:

1. There is hereby created the Town of Caroline Land Use and Economic Development Task Force charged with researching tools (laws, ordinances, and regulations, etc.) that promote the values and vision of the Town as expressed in the Comprehensive Plan. ~~The Town Board shall appoint members and a Chairperson, and a member of the Town Board shall serve as Liaison. The Town Board hereby appoints Tim Murray as Chair.~~ The committee may adopt its own internal procedures and shall be an advisory committee to the Town Board. ~~The Town Board shall appoint the Chair annually at its organizational meeting.~~ The Town Board may hire a Planner and/ or Attorney to support this effort. Interested persons should submit an application to the Town Clerk (Volunteer Application Form on the Town Committees page of the town website, www.townofcaroline.org)

2. The committee shall keep minutes of meetings and submit them to the Town Clerk. The committee may request minute-taking assistance. The committee may work on issues as a whole or in groups, but any recommendations to the board should have the endorsement of a majority of the members.

3. The committee shall pursue and examine the following matters and charges identified by the Town's Planning Board in its update of the Town's Comprehensive Plan in respect to its basic mission to make recommendations and findings as will promote the values and vision of the Town:

- i. Formula Business Restrictions
- ii. Zoning Laws
- iii. Economic Impact Review Laws
- iv. Solar/Wind Siting Law
- v. any other tools that may promote the Town's vision at the discretion of the committee and subject to guidance and/or recommendations from the Town Board.

4. The Town hereby solicits applications to serve on the Land Use and Economic Development Task Force immediately. Upon appointment of a Chair, the Task Force is charged to begin work.

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

Approval of Planning Contractual Services

Greg Colucci – Has Urban and Regional Planning background and currently doing Planning for Cayuga County. He is very interested in working for the town. Believes there are currently great development and housing pressures in various towns. Councilmember Weiser asked about his availability and he stated that he is available in the evenings. He has read the revised Comprehensive Plan. He has familiarity with different land use controls and said there is a wide spectrum (i.e. some being very restrictive to others that are less restrictive). He also has worked in the past with zoning regulations. His favorite thing about Caroline are the state forests. Councilmember Weiser asked how he envisions engaging the community and how he balances the possible interests he gets back from the public. He will think about how to implement that but recommended perhaps using the town website or creating a new website where the

public can access information and give feedback or the use of possible mailings. He believes in allowing everyone to be heard and maintaining a balance of using technical knowledge. Councilmember Murray added that one advantage that this Task Force has is the upcoming Public Hearing where they will be receiving a lot of public comment. Councilmember Snow asked about the residents that are less purvey to the current discussions and believe in their land use rights. Mr. Colucci wants to be mindful and aware of this throughout this process.

Resolution 111 of 2020
Planning Contractual Services

A motion made by Mark and seconded by Irene Weiser to approve the contract to hire Greg Collucci.

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

Committee Reports

John Fracchia, Councilmember – None

Irene Weiser, Councilmember – Broadband: IW spoke with Robert Fry from USDA. He described 2 upcoming funding opportunities: Community Connect, w ~\$30m available for local projects in one "polygon" location that does not contain any household served by 10MB download/1 MB upload, funding round starting (he hopes) by end of this year. The other opportunity is ReConnect - ~\$1B will be available in Spring 2021 and would not be constrained to 1 polygon. For either program USDA requires one entity to design the system that is needed and another entity to apply to build the system. He expects it would be 9 mos or so from when funding opportunity is announced till when awards are announced. The awardee then has 5 yrs to build out the system. He expects that for either opportunity Town would need to provide 15% match in actual funds (not in-kind service). Someone from USDA will perform a field check to ensure that current internet service (at the box) is less than 10down/1 up. Caroline has more than one "polygon" area that needs service, so ReConnect program a better fit. Need to check what speed Frontier provides at the box - is it less than 10d/1u? IW will check with Dryden to see status of their municipal broadband project and who designed it. Town will need to budget for both engineer to design and also 15% match. **Road Use/Logging Trucks:** IW spoke with Laura Shawley, Asst to Hwy Supt in Danby. We discussed Danby's road use law, which was developed with support from Delta Engineering. Delta inspects condition of roads and develops ESAL limits (equivalent single axle loads) for different times of year/road conditions. Hwy Supt speaks with loggers, they've been cooperative. Request haul route, weight, etc. Bond may be required by logger/trucker. Delta evaluates each situation after initial survey of roads in the Town. Laura will send materials, willing to meet w/Bobby and me to discuss further. Laura says initial work w/ Delta was ~\$20K. IW recommend Town budget for this.

Cal Snow, Councilmember – Discussion regarding the annual Brooktondale Cemeteries Committee is set for the same night and time as the Public Hearing. Cal will see if it's possible to move the Cemeteries Meeting up to 6pm so that board members may attend both obligations.

Tim Murray, Councilmember – Planning Board has released the draft Comprehensive Plan and it can be found on the town website. A Public Hearing has been set for September 24 at 7:00p.m. and signs have been posted around town. He encourages public attendance and comment. The Planning Board will work to make any revisions quickly and will hold another Public Hearing thereafter.

Approval of Minutes of August 12, 2020

A motion was made by Mark Witmer and seconded by John Fracchia to approve the Business Minutes of August 12, 2020 as submitted by Town Clerk, Jessica Townsend

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

Brief discussion regarding a health insurance issue with the Greater Tompkins Municipal Health Insurance Consortium. Supervisor Witmer described an accumulator error during 2019 and 2020 that has been identified and is being resolved. This was an issue between Excellus and ProAct in which some payments were not being properly reported between these two claims administrators so that they could be combined, which is necessary for determining deductible and out-of-pocket limits. Councilmember Fracchia recommended that they invite the Executive Director to attend next week's meeting.

Town Newsletter – Supervisor Witmer proposed a town newsletter that would be sent via mail to all residents quarterly. Councilmember Weiser suggested looking into bulk mailing prices and further discussion regarding funds and the listserv.

Agenda items for September 9 Business Meeting

3-year USGS Stream Gauge

SPCA Contract

Update on NYSEG License Agreement on South Hill Recreational Trail

---Adjourn the meeting ---

The meeting adjourned on a motion by Mark Witmer and seconded by Councilmember John Fracchia at 9:14 p.m.

Respectfully Submitted,

Jessica L. Townsend, Town Clerk