

**The Town Board Agenda meeting held on July 2, 2013 at the Caroline Town Hall was called to order at 7:00 p.m. by Supervisor Don Barber.**

Attendance:

Don Barber, Supervisor  
Dominic Frongillo, Councilmember  
Linda Adams, Councilmember  
Aaron Snow, Councilmember  
Irene Weiser, Councilmember

Recording

Secretary: Marilou Harrington-Lawson, Town Clerk

Also present: No members of the public where at the meeting.

Supervisor Barber led the Pledge Allegiance to the Flag

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**Privilege of the Floor**

There were no members of the public who addressed the board.

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**Committee Reports**

**Don Barber, Supervisor:**

Charmagne Rungay gave notice and left her position as the bookkeeper for the Town of Caroline. Stephanie Mulinos has been hired as her replacement with the position starting on June 4, 2013

The Town has purchased new software from Williamson Law to produce and track payroll, accounts receivable and payable along with budget changes. The software will be used by the bookkeeper and Town Supervisor.

Rachel Brown, the Town of Caroline Court Clerk will be leaving her position toward the end of 2013. Supervisor Barber commented that Rachel is a very committed employee of the Town, who goes "above and beyond" the scope of her position. The Town will be drafting a resolution acknowledging her commitment and time as Court Clerk.

Subdivision review fees- discussion

Resolution requesting the Cayuga Power Plant Convert to the Renewable Energy Transferring Information Sources- discussion

**Aaron Snow, Town Board:**

The Recreation Partnership- They will be working programs and the cost for the 2014 budget at the meeting to be held July 9<sup>th</sup> at 4:30 p.m. at the Ithaca Youth Bureau.

Caroline Youth Commission- no report

Watershed Committee- Discussion of flood plain mapping in Caroline with a proposal of funding for a joint program with USGS. The USGS has an interactive GIS (mapping system) website. The area that was being looked at to map would be the section of Fall Creek and Six-mile creek from Ferris and Giles Streets and back 1.3 miles, and then from German Cross Rd to the bridge in Slaterville Springs. Supervisor Barber received an e-mail from Scott Doyle from Tompkins County Planning this morning that the cost is too much so the USGS will not be going forward with the program. To do the GIS system mapping there would be an approximate \$40,000 cost to the Town of Caroline. FEMA was connected with the project.

Watershed Committee- Councilmember Snow had previously talked with Supervisor Barber about the

Watershed Committee doing a “walk around” the area of Caroline to look for areas that need work and address what would take priority.

Councilmember Adams- said there is Caroline LIDAR fly-over information (2010) with TC Soil and Water and they would like to do flood mapping with the information. There is raw mapping data for topographical information which is one reason there would be to get the flood plain information. The data is available at this time.

Jackie Cassaniti- Attended a Cayuga Lake Inter-Municipal Organization meeting on June 16<sup>th</sup>. Darby Kylie talked about disbanding the organization at the June 26<sup>th</sup> meeting. The group decided with Tee Ann Hunter from the Town of Ithaca that they “would like to give it one more try”. More information will be reported by Councilmember Snow in August.

Youth Commission- (Report from Supervisor Barber) Dave Sanders (last month) brought the proposal to the Caroline Town Board which included funding from Caroline, Danby and Enfield. The Town of Ithaca, which had previously been the largest funder of the program, is no longer participating. Frank Proto has been trying to work something out with the committee going forward. The Town’s (Caroline, Danby and Enfield) contributed about \$15,000 each toward the Youth Commission. The Town of Ithaca had contributed \$60,000.

#### **Dominic Frongillo, Town Board:**

Planning Board- John Kantor gave a presentation at the last Planning Board meeting and the Planning Board will be use the information as they move forward with working on updating the Comprehensive Plan.

Energy Independent Caroline- Solarize Tompkins SE- There are about 300 sign-ups for the Solarize Program from Caroline, Danby and Dryden.

TCCOG-Discussed the broad ban project and planning grants for Cleaner Greener Southern Tier. There will be a meeting held on 7/8, 3pm at the Old Jail House in Ithaca about Cleaner Greener Southern Tier.

Councilmember Weiser- What is happening with Site Plan Review and why did the Planning Board move on to the Comprehensive Plan before the work with the Site Plan Review was finished? What is the status of the Site Plan Review and who decided (if not under the Town Board direction) to move to working on the Comprehensive Plan? Councilmember Frongillo- The Site Plan Review- Jacob McNally, Planning Board Secretary will format the Site Plan Review, but he is unavailable to do this until a later date. Supervisor Barber asked if the proposed Site Plan Review local law had gone for review to the Town attorney, Guy Krogh? Councilmember Frongillo said that the proposed Site Plan Review local law had not been sent to the Town attorney. Don said at that time it would need to go to the attorney.

Councilmember Frongillo- The Comprehensive Plan from 2006, says in the plan it will be updated every 5 years and Councilmember Frongillo had brought it to the Planning Boards attention. Councilmember Weiser wanted to verify process as she understood that the Planning Board worked under the direction of the Town Board. Supervisor Barber said that the Town Board can request the Planning Board to work on a particular project and once they finish with a project they can move on to another project without the town board direction, however, if what they are working on is an issue, or of a concern of the board it should be discussed and relayed to them. Councilmember Weiser discussed with the Town Board members whether working on the Comprehensive Plan should be considered a priority when there are other issues like the Sustainability Plan and aspects of development and transportation issues that are extremely pressing that may be should be addressed first.

Councilmember Snow- Said he thinks the Planning Board should go ahead with working on the

Comprehensive Plan, (though he would like it renamed “the Town and Country Plan”).

Councilmember Adams- In 2011-2012 the Town Board talked about addressing/updating the Comprehensive Plan. She questioned where Councilmember Weiser had heard how often a plan gets updated. Councilmember Weiser said through John Kantor (who is helping work on the Town of Caroline’s Comprehensive Plan and did work on the Town of Ithaca’s plan in 2008) and the Town attorney, Guy Krogh who said some plans don’t get updated for many years (sometimes 20 years though he doesn’t recommend going that long). Councilmember Weiser spoke about the Sustainability Plan and Councilmember Adams said that the Comprehensive Plan addresses sustainability. How would they differ? The Comprehensive Plan is further along and would be easier to update including sustainability. Councilmember Snow- Asked if the Comprehensive Plan is sustainability why does the Town need another plan? Councilmember Weiser may want to develop a piece like the Farm Owners protection Plan as an example.

Councilmember Frongillo addressed all the board members and incorporating everyone’s ideas based on the Comprehensive Plan. He referred to the Vision and General goals and the trends of 2006 going forward to 2026(section 1) and the Five- year Action Plan goals 1-9(section 2) of the Comprehensive Plan. He proposed that the Town Board directs the Planning Board to review Section 2, the Five Year Action Plan and based on what has been accomplished and where they are now, work on new actions going forward based on the vision and goals. He suggested adding into the Comprehensive Plan that section, 1 be updated every 10 years and section 2 be updated every 5 years. He doesn’t feel the update process has to take that long. That a survey can be sent out to the Town residents and ask for their input.

Supervisor Barber addressed the Town Board with information he had from when the Comprehensive Plan was first created. He explained that there was no “push back” from anyone when the Comprehensive Plan was created in 2006. The Town’s people came out and asked questions and gave positive input into what they would like to see the Plan accomplish. He said he is anticipating much of the same positive response as the Plan gets updated.

**Irene Weiser, Town Board:**

Caroline Highway Department- no report. See attachment. The Highway Department has been busy with basic roadwork. There was flooding yesterday in the eastern part of the town. The Slaterville Fire Department and the TC County road crew helped the Caroline Town roads remain open.

Health Care Consortium- no report

Aquifer Protection Meeting- Councilmember Weiser discussed work done in Dutchess County about looking at septic systems and how nitrates (which can be carcinogenic) accumulate in the soil over time. What kind of dilution is needed to flush out the soil and recommend building lot sizes based on how permeable is the soil. Where there is good permeable soil the lot size can be smaller and where the soil is not as permeable the lot sizes may be required to be larger. (When the soil is not as permeable the nitrates can infiltrate well water on the property). There are soil maps for TC County. Maps of the Town may show permeability of the soil types. Councilmember Weiser will check into with TC County GIS to get information about the quality of the soil. It may be a budget issue to be discussed in the future. The TC Health Department regulates the lot size which at this time is 1 acre. Many houses are “grandfathered” in and can be added onto without increasing the lot size. Councilmember Adams said that requiring the lot size being dependent on soil permeability (to be able to build) seems to run counter to the Comprehensive Plan. Councilmember Weiser said we need to find the right balance.

Emergency Community based response plan; Councilmember Weiser has been working with Greg and Beth Harrington. She also wanted to remind the Town Board members who have not taken the appropriate training (Incident Command Training) which is required and can jeopardize funding from FEMA and SEMA.

Barry Goodrich and Bob Spaulding on the committee. How do we respond. The County in the all hazards – Beth Harrington and Irene Weiser participated in it.

Brightworks- Office data from the Town clerk's office now gets backed-up off site. A discussion of using Egnyte for e-mail back-up (which is the most cost effective). Vosdin (CIT committee member) recommended basic policy is storing information automatically off-site . The cost for Egnyte or a similar program would be aprox. \$500-\$600 a year, which is relativity inexpensive. Brightworks would install the program at about 1 hour per person (\$100 each).

Broadband- Moving forward, Councilmember Weiser met with Chuck Bartosh from Clarity Connect. The State did allow for a transmitter and two poles; one on Middaugh rd and one on White Church rd. Broadband would give 200-300 people in the Town of Caroline internet access. Chuck will have poles installed will provide service to those 200-300 people that the Town of Caroline. The cost would be about \$42 thousand dollars for 14 additional poles to serve most of the remaining un-served Caroline residents. It is the most economical to buy the additional poles with the purchase that Clarity Connect is making with the poles they are purchasing. Chuck will pay for poles and give the town a year to pay/reimburse him. Chuck will then apply for a grant to get the transmitters for the poles.

Supervisor Barber talked about the franchise agreement to be worked out with Clarity Connect. There will need to be easements to put the poles on private property. Supervisor Barber said he feels uncomfortable with the town spending \$42,000.00 with no guarantee that the amount will be funded through either grants or donations. Councilmember Adams and Frongillo agreed.

Councilmember Adams and Councilmember Frongillo asked what portions of the budget it comes out of if the Town is responsible for contributing to the \$42,000.00?

Councilmember Frongillo explained that since the grant was a county wide project that the individual towns were discussing contributing a small portion (maybe \$3000 to purchase a pole) and the money contributing would go to help Caroline obtain broad ban through Clarity Connect.

Councilmember Weiser said when the original grant came through Chuck asked NY State to distribute the grant across the County so Caroline and Danby would be included and every town would make a small contribution. The State said "no" so Caroline, along with the Town of Danby was cut.

Councilmember Snow was concerned about the poles transmitter waves and the effects on all citizens.

### **Linda Adams, Town Board:**

No report

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### **Approval of Minutes**

#### Resolution of 2013 – Minutes of Agenda Meeting

A motion was made by Mr. Barber and seconded by Ms. Weiser to approve the minutes of the Town Board Agenda Meeting held on June 4, 2013 submitted by the Deputy Town Clerk.

**Adopted** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

#### Resolution of 2013 – Minutes of Business Meeting

A motion was made by Mr. Barber and seconded by Mr. Snow to approve the minutes of the Town Board Agenda Meeting held on June 11, 2013 submitted by the Deputy Town Clerk.

**Adopted** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

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**Adjourn**

Hearing no further business, Councilmember Frongillo made a motion, seconded by Councilmember Snow to adjourn the meeting. The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

*Marilou Harrington-lawson*

Marilou Harrington-Lawson, Town Clerk