

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

Attendance:

Don Barber, Supervisor
Linda Adams, Councilmember
Aaron Snow, Councilmember
Irene Weiser, Councilmember
Tim Seely, Councilmember

Recording

Secretary: Christine Wilbur, Deputy Town Clerk

Also present: John Fraccia, Dorrie Lisle

Supervisor Barber led the Pledge Allegiance to the Flag.

PUBLIC HEARINGS:

The Public Hearing on the 2014 Budget was called to order at 7:05 PM. Supervisor Barber highlighted the 2014 preliminary budget by fund, expenses, revenue, fund balance, levy and the tax rate for the General, Highway and Debt. Funds. He also described how the total levy was determined; and reported salaries for Town employees. Elected official salaries cannot be changed from this point forward except by local law.

Spending and revenues by departments were summarized. The property tax cap – State limit on our budget - is \$1,401,577 for all accounts which amounts to a 3.03% increase in the tax levy; the preliminary budget (taking into account the tax cap override) increases to \$1,425,459 - an increase of 5.13%. The Board can continue to work on the budget (except salaries), but needs to be finalized by November 20th at the latest.

Hearing no other questions or comments, the Public Hearing on the 2014 Budget closed at 7:25 PM.

The Public Hearing on the 2014 Fire Protection District budget was called to order at 7:25 PM. Supervisor Barber reported that the Brooktondale Fire budget is 2% over last year; and the other Fire Departments remained level. Ms. Weiser reported she was aware that Speedsville needs to replace some fire suits and equipment and they put money away and plan for those expenses.

Hearing no further questions or comments, the Public Hearing on the 2014 Fire Protection District closed at 7:27 PM.

The Public Hearing on the 2014 Lighting District opened at 7:28 PM. The proposed budget is \$7,000 which represents a tax levy of .027%/\$1,000.

Hearing no questions or comments, the Public Hearing on the 2014 Lighting District closed 7:29 PM.

Board members continued to discuss budget details.

Resolution 162 of 2013

Utilize Fund Balance to Mitigate Taxes

At this time, Supervisor Barber made a motion to ask the Board to consider using more of the fund balance this year to help mitigate taxes – for both general and highway accounts. He proposed to increase the fund balance being used from the General Fund from \$75,000 to \$96,000 – an increase of \$21,000 that would get the budget closer to the property tax cap. The motion was seconded by Mr. Seely

Discussion included:

Supervisor Barber reported that some changes in cost projections have been noted – ie. workers' comp. numbers, which were just received, as well as an increase in the revenue line due to mortgage taxes increasing from \$50,000 this year to close to \$70,000, he believes it's sensible to do this.

Ms. Weiser asked for an explanation of why the Supervisor had previously reported he did not favor using more of the fund balance for this purpose. Mr. Barber indicated that estimates have changed and we have more fund balance to work with than previously thought.

Ms. Weiser continued that certain projects were left aside knowing the budget could not support them ie. safety and security systems for the Clerk's office and the Court office. A lengthy discussion followed that detailed some of the security items that had been recommended by representatives from NYMIR and the Tompkins County Sheriff's Department. Ms. Weiser believes that \$20,000 should be included in the 2014 budget to address these items. Other Board members agreed that it is important to pursue, but were not comfortable adding \$20,000; Mr. Seely did not feel he had enough information to react to the discussion.

After further discussion, a vote on the resolution to utilize more of the fund balance to keep the 2014 budget under the tax cap by \$86.00 or a 2.02% increase in the tax levy (as opposed to a 3.03% increase) was as follows:

Adopted: Barber: Aye; Adams: Aye; Snow: Aye; Seely: Aye; Weiser: Abstained

At this time, Ms. Weiser made a motion to amend the budget to add \$20,000 to line A1620.4 in the 2014 budget for the purpose of installing security measures. Seconded by Mr. Snow. Once again, the board discussed the options that had been presented, and the fact that Mr. Seely does not have enough information.

Mr. Barber made a motion to table the resolution until next week in order to give him time to look at the numbers again, and give time for Ms. Weiser to send out information on the options available. Seconded by Mr. Snow. Carried unanimously.

REPORTS:

Aaron Snow, Town Board: No report

Irene Weiser, Town Board:

- CIT Committee – met with NYS Archives Rep., Susan Etherington, to speak about systems to manage and archive e-mails. Ms. Weiser reported to her about how Town systems are currently being backed up. Ms. Etherington requested that Ms. Weiser write a letter to her office describing specifics about the system in order to be approved by the State for storage and retention. In addition, Ms. Etherington mentioned the need to use the same system for the Bookkeeper for payroll and personnel backup – the retention required is for 55 years. Any Town-related business on personal computers, as well as social media – needs to be archived – printed e-mails are not sufficient because they do not

include the metadata.

- Aquifer Protection Committee – Stephen Winkley will be contacted to meet with the committee - he is under contract with the State to assist in protection of rural water supplies – at no cost to the Town. He could assist with drafting a local law.

- Emergency Preparedness Forum – was held on October 10th at the Brooktondale Fire Hall. 23 people attended – mostly first responders. The education program was well presented and received.

Linda Adams, Town Board: No report

Tim Seely, Town Board: No report

TOWN BUSINESS:

Agenda and discussion items for next week:

- Security system discussion;
- Request from a landowner to change fire district – would require a public hearing; A Brooktondale Fire Commissioner will attend and a date set for the hearing;
- Wrap up budget – security adjustment A1620.4 prior to vote; budget vote;
- Youth Commission met with Joint Commission and made good progress about working together – clarity, expectations, etc. – meeting again next week;
- Received a call from John Negly – Soil & Water – appears DEC will let us do the work – no permit yet;
- A request for Professional Services (on behalf of Clarity Connect) has been sent out to 3 companies - discussion;
- Dog Licenses – a proposal to increase the fees has been submitted by the Town Clerk – any board member can offer a resolution to consider.

APPROVAL OF MINUTES:

Resolution 163 of 2013 – Minutes of Agenda Meeting held on October 1, 2013:

A motion was made by Mr. Barber and seconded by Mr. Seely to approve the minutes as submitted by the Deputy Town Clerk.

Adopted: Barber: Aye; Adams: Aye; Snow: Aye; Weiser: Aye Seely: Aye

RESOLUTIONS:

Resolution 164 of 2013:

Mr. Barber made the following resolution: The Caroline Town Board hereby adjusts the proposed 2014 budget as follows:

Decrease expense line DA 9040.8 from \$29,000 to \$27,000

Increase expense line A 9040.8 from \$16,000 to \$25,000

Decrease revenue line A 2189 from \$18,612 to \$18,580

Increase Revenue line A 3005 from \$30,000 to \$40,000

Increase Fire Dist expense line SF 9040.8 from \$8,201 to \$9,290

This results in total levy increase of \$62,065 (4.56%)

Exceeds PTC limit by \$21K

Town tax rate \$6.285/\$1000

The resolution was seconded by Ms. Weiser.

After a brief discussion, the vote was as follows:

Adopted: Barber: Aye; Adams: Aye; Snow: Aye; Weiser: Aye Seely: Aye

EXECUTIVE SESSION:

At 8:30 PM, Mr. Barber proposed to move into executive session to discuss contract negotiations. Seconded by Ms. Weiser. Carried unanimously.

At 8:52 PM, Mr. Barber made a motion to move out of executive session. Seconded by Ms. Weiser. Carried unanimously. No action was taken. Carried unanimously.

ADJOURN:

Hearing no further business, Mr. Barber made a motion to adjourn the meeting. Seconded by Mr. Seely. Carried unanimously. The meeting adjourned at 8:52 PM.

Respectfully Submitted,

Christine Wilbur, Deputy Town Clerk

