

## **Caroline Town Board Meeting Minutes of July 1, 2014**

The Town Board Business meeting held on July 1, 2014 at the Caroline Town Hall was called to order at 7:00 p.m. by Supervisor Don Barber.

### **Attendance:**

Don Barber, Supervisor  
John Fracchia, Councilmember  
Irene Weiser, Councilmember  
Mark Witmer, Councilmember  
Tim Seely, Councilmember

### **Recording**

**Secretary:** Marilou Harrington-Lawson, Town Clerk

**Also present:** 10 members of the public were in attendance plus members of the Planning Board; Chad Novelli, Ed Wurtz and Lois Lounsbery.

Mr. Barber started the meeting at 7:00 p.m. with the Pledge of Allegiance to the Flag

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### **Public Hearing: Site Plan Review Revisions to the Local Law**

Public hearing started at 7:03 p.m. Supervisor Barber opened with the explanation of proposed changes made to the Site Plan Review Local Law: section 2.010 CAFO's (changes based on a letter received from NYS Ag and Markets about information that could be submitted to the Town when a Site Plan Review application for a CAFO was processed) and the Tompkins County Planning Department supplied information about Ag Resources and suggested to be in compliance with the standard Ag policy the definition of an Ag District needed to be incorporated into the LL and the definition of "Intuition Uses" has been included.

Pete Hoyt- Asked the definition of an Ag District and Ag Resources. Supervisor Barber answered that there are 2 AG Districts in Tompkins County and they are determined by vote of County legislature. They come up for regular review about every 5 years and you can opt in or opt out. He then referred to (in part) section 2.040 (d.) from the site plan review local law definition of Agriculture Resources:

Within Agricultural Districts, Agricultural Resources are the primary means of production, including the land, soil, water, air, plant communities, watersheds, human resources, natural and physical attributes, and man-made developments, which together comprise the agricultural community.

If you are not in an Agricultural District you are exempt (for the exemption section of the LL refer to section 2.000). The Agricultural Resources referred to in the LL are within Agricultural Districts.

Tony Tavelli- spoke about his concerns about the LL. He would like to see a change in attitude where there is so much control over others in the community. To use the law as it is intended and not as a blocking maneuver.

Pat Dubin - spoke in support of the revised Site Plan Review LL and appreciated all the hard work that was put into it by the Planning Board. She does not think it has to do with fracking but thinks it is an important part of a process of being aware of what is happening in the community.

Public hearing has closed at 7:24 p.m.

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### **Privilege of the Floor**

Bruce Murray- He attended a meeting about deer population control. He spoke about what he heard about deer control and the extent that the DEC is going to decrease the deer population appears extreme.

They are implementing and trying to push through deer control in a manner that is not conducive to lowering the population while keeping the herds intact. The DEC runs a survey through Cornell University about deer population, The DEC called 100 people from a focus community to participate in this survey. He felt the survey wouldn't be accurate because of the limitation. The DEC have killed 700 deer which included buck, doe and fawns and they did not have a breakdown of how many of each group. Also with the extended hunting season (going through December and January) they will be killing does that are impregnated. This, he says, is not conservation.

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## **Reports**

### **Cindy Whittaker, Highway Superintendent**

#### **Don Barber, Town Supervisor**

No report

#### **Tim Seely, Town Board**

No report

#### **The Joint Youth Commission**

Next meeting on July 8th, 2014

The Town of Caroline has two voting members on the Joint Youth Commission. Councilmember Seely has reached out to the past appointed members to see if they are interested in serving again.

Councilmember Seely is meeting with one member on Wednesday to discuss their appointment while he has heard from the second person that they are no longer interested. He will need to advertise to fill at least one position. The JYC meets next on July 8<sup>th</sup>.

#### **Tompkins County Recreation Partnership**

##### **June 24<sup>th</sup>, 2014**

**2015 Budget:** Liz Vance presented the 3 budgets she generated for the Recreation Partnership Board to review. Maintaining all of the current programs would require a 6% increase. She then prepared a 0% budget this would mean the elimination of small fry and flag football, learn to play chess, Saturday skate park, boys & girls lacrosse, chess get together, summer youth theatre, pm theatre, art camp, imagine that, and soccer camp. A 3% increase budget would eliminate fewer programs; small fry and flag football, learn to play chess, Saturday Skate Park, soccer camp, & one session of youth theatre. Liz said some of the driving forces for the budget increases were a 2% negotiated salary increase for roster staff, minimum wage increase in 2015, fringe rate increase, and living wage increases.

This 3% budget increase will cost the town an additional \$276.00 for 2015. Liz would like to know how the town board feels about this increase. I (Councilmember Seely) will need to get back to her before July 8<sup>th</sup> whether this increase is acceptable.

## **Buildings and Grounds**

I need to start planning for the Town Hall roof replacement. I will reach out to community members that have building or architectural experience to help prepare specs and documents that will allow us to get estimates for roof replacement.

I am planning to meet with Cindy to start a planning process for town barn work.

### **Mark Witmer, Town Board Planning Board**

Planning Board Meeting, 12 June 2014, 6:30 - 8:00 pm, Caroline Town Hall. Chad Novelli, Ed Wurtz, Lois Lounsbery, Mark Witmer

Discussion of Site Plan Review (SPR)- Ed reported on Town Board vote on Resolution to remove CAFOs from inclusion in SPR. Farm and Markets and Tompkins County Planning

Discussion of plans for revising Caroline's Comprehensive Plan. Want to have good community discussion. Don has proposed World Cafe as a means of promoting constructive dialogue. Will invite him to tell us about this at July meeting and seek resources on World Cafe. Mark brought forward Irene's suggestion of using Star Community Rating System to evaluate CP on sustainability.

### **Watershed Committee**

Friday, 13 June, 10:30 am. Met Angel Hinickle, Jon Negley, Barry Goodrich, Pete Hoyt, Dave Herrick, Jeff Benson at Barrille II. Concerned about erosion on short stretch of bank, exposing clay lens. Then visited Buffalo Road Creek. Plan for this summer is to tackle stretch that runs on Cleveland, Mohler, and Lehman properties. Barry and I will proceed on getting permissions for access to survey, then easement for work. Jon Negley suggested applying for funds through TC S&W to FLOWPA. He indicated 15-20 K would be appropriate - above that might be less likely. Jon will send me TCS&W procurement procedures. We should submit proposal for funds for consideration at next Board meeting (2nd Mon). Should have decision within two weeks of that. \*Don submitted photos and sites to Jon Negley on 27 Jun. TC Soil&Water Board will meet in 14 July and we should have a decision.

Tues, 17 June, 7-9 pm. Barry Goodrich, Becky Dewitt, Jackie Cassaniti, Helen Mandeville Discussed Buffalo Road Creek work that we are planning and contacting property owners for permission to do surveys. I will pursue this.

Barry described MS4: Municipal Separate Storm and Sewer System for municipalities that have water that goes into south end of Cayuga Lake. Requirements:

Education on storm water: CSI, Barry on 6-mile Creek improvements

Belong to Stormwater Coalition of TC S&W: funds Floating Classroom

### **Energy Independent Caroline**

EIC did not meet this month. Solar Tompkins is consuming everyone.

Friday, 13 June, 9 am. met Glynn Bebee at Town Hall for him to work on solar monitor on behalf of FINLO. Rebooted! He will check on USB transmitters that will allow wireless connection to keyboard! Working with Bob Nape on SHW - he will keep me informed. Need to keep tabs on this.

### **John Fracchia, Town Board**

#### **Emergency Services**

- Received from clerk electronic copies of town laws regarding inspection requirements and re-occupancy after a fire. Concern was raised by Doug Keefe, Chief of Speedsville Fire Department. Law does not specify time frame for which inspection must occur, only that the FD must notify the Code Enforcement Officer.
- Corresponded with Doug Keefe, Chief, Speedsville Fire Department re; this topic and also discussed whether the town could put some physical notice (sign) on properties that are not suitable for occupancy. Feels that it could be an unnecessary safety issue for EMS personnel who might be searching for people in an unoccupied structure.

- Also asked about cycle for inspecting places for public gatherings, which require an inspection every three years.
- Updated him on question about large gatherings on private land. To date, I have not found any examples of local laws that address this issue. Have corresponded with Association of Towns for their input.
- Contacted Kevin McMahon to arrange a meeting to discuss the topics of unoccupied properties and schedule for inspection of public meeting spaces.
- Received copies of contracts with Fire Departments in order to clarify boundaries of fire districts. Currently working on this project.

### **Emergency Preparedness**

- Wrote to Shelley Bierwiler, Community Executive for Southern Tier American Red Cross, re; resources that ARC has for developing a comprehensive Emergency Preparedness Plan. Have not yet received a response and am following up.

### **Greater Tompkins County Municipal Health Insurance Consortium**

- Attended Board meeting on June 26, 2014. Judy Drake (Town of Ithaca) was nominated for the Chair position and elected.
- Board reviewed external audit from Ciaschi, Dietershagen, Little & Mickelson (accountants). They reported that the audit was very clean and fiscal health of organization is strong.
- The current year's budget is on target. Revenues are slightly currently under budget by \$400,000, which is not considered significant. Expenses are running around \$4,000 under, so budgetary goals are on target.
- Preliminary budget has been built. The recommendation is to plan for a 5% premium increase, which is a conservative (high water) estimate. We'll receive an update in August, which will be more reflective of the reality. We will need to build this into our budget for the 2015 fiscal year.
- Motion to proceed with contract for Executive Director. Passed with provision of 10-day board comment period.
- Own Your Own Health Committee is doing a pilot program to evaluate 2 wellness organizations for possible addition as a benefit. The programs will run for 6 weeks each.

## **Additional Projects**

### **HOME Rehabilitation Grants**

- Wrote to Christine Carrerio to confirm that the Town is comfortable in moving forward with the next phases of the application process as outlined by the grant.

### **Beautification Grant**

- Received a copy of the previous beautification plan that was considered when the new town hall was built. Am currently reviewing the document.

### **CIT Committee**

- CIT Committee met on June 24, 2014, but I was unable to attend.

### **Proposed Resolution Re; Selling Personal Property**

- Corresponded with Lori Mithen-Demasi, Association of Towns, re; draft resolution discussed at last meeting. Her opinion is that the broad wording of the resolution would likely exclude things that we would wish to exempt (e.g. festivals, scouting troops, etc.). Her recommendation is to go the other direction and prohibit all activities without prior approval from the town. As no process exists for this of which I am aware, I am uncertain if this can simply be required by resolution or would require a law/ordinance.

### **Proposed Resolution**

The death of former Town Councilmember Molly Adams has brought to mind that the town has no established protocol for acknowledging the passing of a current or previous town official. To this end, I will be offering a resolution to establish a protocol for flying the Town Hall flag at half-mast in remembrance when such event occurs.

### **Irene Weiser, Town Board**

**Aquifer Protection** – didn't meet. No report.

### **CIT**

Met with John Guttridge, CEO Brightworks to discuss experiences after a year of working together, and making plans for moving forward. John suggests a quarterly maintenance program @ \$200/quarter to for on-site visit, remote access to review how the system is functioning, and review of trouble-tickets for

patterns or recurring problems.

Discussed various options for moving forward with Office 365 – still some questions to be answered, and different options to consider for which company will do the migration. To be continued...

### TCCOG

Peter Stein came to speak about the T-CAT, looking for funding from municipalities. Shared services working group continues to meet; possible collaborations w/Cornell (CARDi). TWC/Comcast contract – suggest sending letter informing Comcast that contract negotiations w/TWC still underway. This may provide leverage to get TWC to come to the table to discuss new contract.

### HERD

Search extended to July 7. Interviews begin soon thereafter. Still no contract from the State...

## **Resolutions for discussions for next meeting**

### **Resolution xxx of 2014**

#### **Prohibiting The Use Of Public Property For Commercial Purposes Without Permission Of The Town**

**WHEREAS**, the property of the Town of Caroline belongs to the community and exists for the use and enjoyment of the community; and

**WHEREAS**, the use of public property for commercial purposes may infringe on the use and enjoyment of the community at large; **NOW THEREFORE BE IT**

**RESOLVED** that the use of town property for commercial purposes is prohibited without prior written approval from the Town of Caroline; **BE IT FURTHER**

**RESOLVED** that requests to use town property for commercial purposes must be made in writing and contain the date(s) requested, the intended use of the space, and the name, phone number, and e-mail address of a contact person, no later than 3 weeks in advance of the intended use.

### **Resolution xxx of 2014**

#### **To Honor The Memory And Service Of A Current Or Past Town Official Who Has Died**

**WHEREAS**, service to the Town of Caroline through elected and ~~appointed~~ to town government constitutes a high level of care for and dedication to the community; and

**WHEREAS**, the Town of Caroline wishes to honor such service and express condolences when a current or past town official has died; **NOW THEREFORE BE IT**

**RESOLVED** that the flag of the United States in front of town hall shall be flown at half mast in memoriam, on the Monday immediately following notification of the death of a current or former town official.

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**Town Business**

- Supervisor Barber spoke about the poles for the broadband and “right of way” issues.
- Open enrollment period for Health Care the month of November 2014. Resolution- July 9th
- Youth Recreation Partnership (for details see under Councilmember Tim Seely’s report). The board discussed the proposed 3% budget increase that will cost the Town an additional \$276.00 for 2015 and agreed that it was a worthwhile investment in the Caroline youth for continued programming and to hopefully avoid the elimination of more programs. As Councilmember Fracchia said these programs are essential, they are an investment in our youth and our future. The other board members agreed.
- Policy Based Budgeting- What we envision for the future for the Town. Define the vision, mission, role and the plan for what we see ahead; mandated and discretionary categories.

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**Approval of Minutes**

**Resolution 127 of 2014**

**Minutes of the Agenda Meeting held June 3, 2014:**

A motion was made by Mr. Barber and seconded Mr. Seely to accept the minutes of the June 3, 2014 meeting as submitted by the Town Clerk.

**Adopted** Barber: Aye; Fracchia: Aye; Witmer: Aye; Weiser: Aye Seely: Aye

**Resolution 128 of 2014**

**Minutes of the Agenda Meeting held June 11, 2014:**

A motion was made by Mr. Barber and seconded Mr. Witmer to accept the minutes of the June 11, 2014 meeting as submitted by the Town Clerk.

**Adopted** Barber: Aye; Fracchia: Aye; Witmer: Aye; Weiser: Aye Seely: Aye

**----Adjourn----**

Adjourned on a motion by Mr. Fracchia and seconded by Mr. Witmer the meeting adjourned at 9:11 p.m.

Respectfully Submitted,

Marilou Harrington-Lawson, Town Clerk