

**Meeting of Town Board of Caroline**  
**Agenda Meeting**  
**12/03/19**

Attendees: Supervisor Witmer, Councilmember Weiser, Councilmember Snow and 3 residents  
Meeting called to order at 7:03 pm.

**Privilege of the Floor:** None

**Department, Committee, & Liaison Updates**

Councilmember Weiser – Emergency Service

Councilmember Weiser is looking into Emergency response related to death of a resident.

Each department runs under a Certificate of Need. With ambulance service, the Bangs Ambulance service holds the certificate of need for the Town and County. Services for medical response can be thought of as a two level view a local ems service provider and then Bangs comes and transports. Brooktondale and Speedsville have local EMS Service, but the Slaterville Fire Department does not have this local service. Brooktondale FD said that they would be willing to cover Slaterville for serious calls (Beta and Delta calls).

Coddington Road – Traffic

Councilmember Weiser will talk to County regarding the truck traffic. Concerns are heavy traffic and speed of the traffic. Try and get a traffic study and to see if trucks are being re-routed.

Broadband

Councilmember Weiser: Councilmember Weiser Lee Haefele has given her a number for Charter Communications, and she will be contacting them about unserved areas.

Agricultural Concerns:

Frank Proto have some conversations on agriculture. Should some agricultural issues be included in the Planning Board? Ag and Farmland protection board is established in Tompkins County and they did come to speak to the Planning Board on how to keep Agricultural Districts. Councilmember Weiser suggested to convene a meeting regarding the Agriculture in the Town and see what residents' concerns would be.

Councilmember's Weiser and Snow will lead the meeting and target the meeting for February.

Councilmember Snow:

Highway Barns: Try and visit Candor and Enfield new Highway Barns next month. Councilmember Snow contacted the DEC about site requirements regarding the new barns.

The committee should review the Site Plan Review as part of their work.

Councilmember Snow suggested we have a rigorous review of the budget to help make the next year's budget easier.

Code Enforcement Officer Appointment: Brooke has passed his courses and the Civil Service test. His date of appointment and start his probationary period can be retroactive.

Local Law for Appointed Officers: It is being discussed to pass a local law considering the ability for the town to appoint people from neighboring towns. Public Officers are distinguished by having a fair degree of independent authority.

Process to Establish the Law:

Introduce the Law – Supervisor Witmer would introduce it at next week’s meeting.

Set the Public Hearing Date – Set at Year End Meeting (set the date next week)

Insero Audit: It’s a Draft and that will be the final since they did not receive a Management Letter from the Clerk. Supervisor Witmer suggests that the Draft be available to the Town Residents upon request. All three Town Board Members agreed to make it available to the public.

State Audit: Dave Sochor is working on his final report, then they will provide an exit conference with suggestions, then the town can give a rebuttal to the State then a final report will be issued.

Department of Assessment: The county has passed an exemption for capital improvement for one- and two-family homes. Supervisor Witmer will scan the RPTL-421-F to the Town Board Members and get more information on how to proceed.

Agenda Items for Business Meeting:

- Resolutions for Legal Services, Fire Districts, and a few other items.
- Encumbrances
- Kirstine Armstrong has worked here for 5 years and is eligible for the pay bump-up
- Trail Meeting Established
- ATV - Discussion on Developing a Local Law for Adding Roads that Superintendent Whitaker suggested
- Local Law for Appointed Officials
- Brooke Greenhouse Appointment

BAS Training for Tax Program: BAS will charge \$330 for a webinar for Jessica to get training in the Tax Program.

Special Thanks to the Town of Caroline Highway Department Employees for the great job on the roads for this week storm.

Supervisor Witmer, seconded by Councilmember Weiser made the motion to adjourn the meeting at 8:45 pm

Prepared by:

Velvet Lyke

Bookkeeper