

## **Caroline Town Board Agenda Meeting Minutes of July 2, 2019**

The Town Board Agenda meeting held on July 2, 2018 at the Caroline Town Hall was called to order at 7:04 p.m. by Supervisor Witmer.

**In Attendance:** Supervisor Mark Witmer, Councilmembers John Fracchia, Irene Weiser, Cal Snow, Tim Murray

**Recording Secretary:** Becky Jordan, Deputy Clerk

**Also present:** 5 members of the public

Mr. Witmer started the meeting with the Pledge of Allegiance to the Flag at 7:03 p.m.

### **Privilege-of-the-Floor:**

**Peter Hoyt** - Asked the Town Board for the employment contract for Brooke Greenhouse, Code Officer. What does the Town Board plan to do with the loss of Code Services Contract with Richford.

Mr. Witmer addressed Mr. Hoyt's inquiry, stating that the Code Officer is compensated on an hourly basis. He will be compensated appropriately for the services he provides the Town of Caroline.

Seniors BBQ @ Ink's Pond on Monday July 8, 5 pm, announced

### **Committee Reports**

**Mr. Fracchia** – No Updates

**Mr. Snow** -

Highway off this week.

House next door to Town Hall is for sale. Perhaps an opportunity for geothermal field, additional parking or expanded parking lot. Advantageous lot for the Town. Emergency services road access to and from Fountain Manor.

**Mr. Murray** - Planning Board met 3 weeks ago and are still working on the draft plan. Next meeting will be next week Tuesday July 9<sup>th</sup> at 6:00 PM.

**Ms. Weiser** -

Back Street parking situation. She's been in touch with Town Attorney Krogh looking at various options for drafting a local law. We will need to determine whether we wish to proceed with "no parking" or "permit parking." She's been in communication with Brookton's Market and appreciates their cooperation and discussion. Alternate parking allowed at Brooktondale Community Center as long as there is not an event going on. Parking is also allowed at the Post Office as long as it is after hours. Looking into working with Frank Proto as neighboring landlord about some roadside parking. Flyers made. Landowners looking in to fencing. Enforcement will be a challenge, including but not limited to, law enforcement response time. Permit parking requires 15% or

more frontage is provided for public parking for minimum 60 minutes, but typically 2 hours. Suggests an update with the Back Street residents.

Councilmember Murray commented that the Back Street frequently has pedestrians using the backstreet as walking recreation.

Councilmember Fracchia said that he is in support of No Parking. No Parking would require a local law.

Mr. Witmer asked if there is signage currently in place regarding the water hole. There has been signage for a long time. It gets ignored or torn down.

Ms. Weiser introduced a No Parking Flyer.

Dry Hydrants update - Continuing to try to schedule a meeting. Learned Brooktondale Fire Company feels they have enough resources to tap into for water.

Mr. Witmer - Rick Morgan mentioned Speedsville Fire Company does feel they have a need for additional dry hydrants.

#### **Discussion and Agenda items for July Town Business Meeting -**

Employee Handbook changes and updates.

Offer revised 2019 Organizational Resolution for Code Officer.

Resolution to approve a Town No Parking Flyer for Back Street

Sketch of process for highway barns

Deputy Clerk Jordan suggested eliminating fax capabilities at Town Offices as they are rarely used. Town Board in agreement.

#### **Resolution 118 of 2019. Resolution to Approve Emily Adams as Brighten-Up Caroline Coordinator**

**Whereas**, as a part of the Town's Clean Energy Communities grant award for Brighten-up Caro-line, Energy Independent Caroline has defined a Program Coordinator Position; and

**Whereas**, the core functions of this contract position are to promote public awareness of the opportunities of this town-wide outreach effort, recruit student and resident volunteers for the campaign, develop and coordinate the different aspects of the campaign, communicate with partners and the NYS funding agency (NYSERDA), and develop and submit required documentation to NYSERDA; and

**Whereas**, the Coordinator will work in collaboration with EIC to implement Brighten Up Caroline; and

**Whereas**, the Town Board has designated a contractual sum of \$15,000 of grant funds for these deliverables; and

**Whereas**, the Town solicited applications for this work via a Town Announcement on June 1, 2019; and

**Whereas**, Emily Adams submitted her application and provided responses to interview questions posed by Energy Independent Caroline; and

**Whereas**, based on Emily's application and responses, Energy Independent Caroline voted unanimously in favor of contracting with Emily as the Brighten-up Coordinator; therefore be it

**Resolved**, the Town Board hereby authorizes a contract with Emily Adams for Brighten-up Caroline Coordinator deliverables.

Motion made by Mr. Witmer and seconded by Councilmember Fracchia

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

The meeting adjourned on a motion by Councilmember Fracchia and seconded by Councilmember Councilmember Murray at 9:21 p.m.

Respectfully Submitted,

Becky Jordan, Deputy Town Clerk