

Caroline Town Board Meeting Minutes of August 16, 2023

The Town Board Business Meeting was held hybrid at the Caroline Town Hall on August 16, 2023, and was called to order at 7:04 p.m. by Supr. Witmer

Attendance:

Supervisor Mark Witmer
Councilmember Cal Snow
Councilmember Tim Murray
Councilmember Michele Brown
Councilmember Kate Kelley-Mackenzie

Recording Secretary:

Velvet Lyke, Bookkeeper and Assistant to the Supervisor

Public Present: 2 **Zoom:** 7

Supr. Witmer opened the meeting with Pledge to the Flag.

Privilege-of-the-Floor

None

Committee Reports

Supr. Mark Witmer – Supr. Witmer provided the following:

- The Tompkins County Shared Services panel completed its proposal for the Legislature for countywide Medical Response. Public Hearings will be held in September and the plan will be presented to the Legislature in October.
- Ekroos Road Culvert Project Notice to Proceed has been issued and work will begin this week.
- Tompkins County Soil & Water Conservation District and Barton & Loguidice are preparing plans for repair of Six Mile Creek at Banks Road stream stabilization structures. We are now working on an RFP, easement agreements, and permitting.

Superintendent Spencer, Councilperson Snow and I met. Supervisor Witmer and Councilperson Snow met via Zoom with LaBella about the Highway Barn project. Supt of Highway Spencer was unable to zoom-in for meeting.

-
- The Historic Restoration grant proposal for the Old Town Hall was submitted on July 28. Thanks to Susan Holland and Stephen Gibian for their work on that.
- A NYSDEC Water Quality Improvement Project proposal was submitted for the South Road Culvert and Beaver Creek. Thanks to Superintendent Spencer and Angel Hinickle of Tompkins County Soil & Water for their work on that.
- Budget requests have been sent to department heads. Work on 2024 Tentative Budget has begun.

Town Clerk, Jessie Townsend –

The Clerk’s Office will be closed from August 28th through September 4th (Labor Day). Office Hours will resume on Tuesday, September 5th and return to regular office hours of Mon-Thurs 8am-2pm.

Cm. Murray – Resident asking for traffic study, on Coddington Rd, and Cm. Kelley-Mackenzie wrote the resident back asking for a petition. This is something the Town can request from the State. Cm. Snow will contact the Sheriff Office to see if they will send a Deputy to help with deterring speeding.

Cm. Snow – County project on Valley Rd will be done soon.

Cm. Kelley-Mackenzie – The contractor has been chosen to write the plans. The meetings will restart in September.

Resolution 100 of 2023, Schedule a Public Hearing for the Draft 2024 Tompkins Countywide Shared Services Initiative (CWSSI) Plan

Motion by: Witmer Second: Kelley-Mackenzie

WHEREAS, the New York State Countywide Shared Services Initiative (CWSSI) generates property tax savings by enabling collaboration between local governments across the state; and

WHEREAS, the New York State Department of State offers grant programs to incentivize and aid local government efficiencies through shared services; and

WHEREAS, in order to qualify for financial incentives, Tompkins County is required to convene a Shared Services Panel comprised of municipal chief elected officials and develop a draft plan outlining new initiatives that demonstrate significant property tax savings; and

WHEREAS the Tompkins County Shared Services Panel has convened multiple times in 2023 and identified the pilot Countywide Rapid Medical Response program for inclusion in the 2024 CWSSI Plan; and

WHEREAS, the CWSSI requires that a public hearing be held ahead of the approval of the draft 2024 Plan; and

WHEREAS, emergency medical first response is an issue of interest in Caroline as well as other rural areas of the county; therefore be it

RESOLVED, the Town of Caroline will hold a Public Hearing on the 2024 CWSSI Plan on Wednesday, September 6, at 7:00 p.m.; and further be it

RESOLVED, The Town Clerk is authorized to place proper notice of this public hearing in the Town’s official newspaper.

SEQR ACTION: TYPE II-26

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Resolution 101 of 2023, SEQRA Review of the proposed Caroline Zoning Law

Motion by: Witmer Second: Murray

WHEREAS, by Resolution 64 of 2021, adopted February 10, 2021, the Caroline Town Board formed a Zoning Commission to develop a comprehensive zoning plan for the Town; and

WHEREAS, Caroline’s Zoning Commission approved their Final Report to the Town Board on March 27, 2023 after 51 public meetings and a rigorous process that encouraged and considered public input; and

WHEREAS, the Town Board accepted the Commission’s Report on April 5, 2023, and has since then been reviewing and amending the proposed zoning law and has completed a draft Full Environmental Assessment Form Part I; therefore be it

RESOLVED, adoption of zoning is classified as a Type I Action under New York State’s Environmental Conservation Law, Article 8, §617.4; and further be it

RESOLVED, the Caroline Town Board hereby declares its intent to be lead agency; and further be it

RESOLVED, the Caroline Town Board identifies the following interested agencies for opportunity for uncoordinated review: New York State Department of Environmental Conservation, New York State Department of Transportation, New York State Office of Parks, Recreation, and Historic Preservation, New York State Department of Agriculture and Markets, the Town’s Review Board, Tompkins County (as required by General Municipal Law § 239 m and n), Tioga County, and the Towns of Danby, Dryden, Candor, Richford, and Berkshire (as required by Town Law § 264(2)).

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Discussion of Proposed Zoning Law

Cultural Resources: Add definition from Natural Resources Conservation Service: Evidence of past human activity. These include sites, districts, buildings, structures, and objects significant in American history, architecture, archaeology, engineering, and culture.

Restore previous language for Cultural Resources in Scenic Resources.

p 102:

- #19. revise as, ...and adjacent areas of a minimum of 10 feet to minimize...
- #20. remove (remove references throughout to Economic Impact Study and Economic Information Sheet)
- #21. remove

Definition amendments in response to Ag & Markets and Tompkins County Planning and Sustainability reviews:

- Agricultural or Farm Operation - from Section 301 for compost and equine operations
- Crops, Livestock and Livestock Products - elaborated as per Article 25-AA, Section 301.
- Dwelling Unit - A single “residential” unit...
- Farmlands of Statewide Importance - defined as to soil type.
- Floodplain, 100-year - added definition.

- Floodplain, 500-year - added definitions.
- Floodway - added definition.
- Industrial Use, Heavy - triggered by meeting any two criteria.
- Scenic Resources - Distinctive “and” Noteworthy Views.
- Townhouse - “residential” unit - amended throughout.
- Wind Energy Generating System, Large - added sentence to clarify when a system is an on-farm Building and not a WEGS, Large.
- page 58, C. Incentives: “development” unit(s) throughout
- page 58, Reader’s Aid. “dwelling” units (due to rounding).
- page 80, Section 6.5.10. ...from the premises within “three years” of cessation...
- page 84, last paragraph of Reader’s Aid Box: The “number of dwell units” allowed...
- throughout, replace County Planning Department with Tompkins County Planning and Sustainability Department.

Discussion of Overlay District, revise Water Resources Overlay District to “Stream Corridor Overlay District” to designate specifically streams and their riparian buffers, as defined (Flood Zones and Wetlands will be separately mapped). Edit document throughout, accordingly.

Motion by: Witmer Second: Murray

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Change to Proposal Stream Corridor Overlay District in 5.3 and corresponding language.

Motion by: Witmer Second: Brown

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Resolution 102 of 2023, Budget Adjustment Resolution

Motion by: Witmer Second: Snow

Resolved, the Caroline Town Board hereby makes the following budget adjustment:

\$35,494.21 Increase DA5112.2 Improvements EQ and DA 3501 CHIPS

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Resolution 103 of 2023, Transfer Resolution

Motion by: Witmer Second: Murray

Resolved, the Caroline Town Board hereby makes the following budget transfer:
\$500 From A1990.4 Contingency to A1480.4 Public Information CE

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Resolution 104 of 2023, Approval of Vouchers for Payment of Town Bills

Motion by: Witmer Second: Brown

Resolved, the Caroline Town Board hereby approves payment audited vouchers with the following totals for each fund:

A Fund: \$42,844.35

DA Fund: \$194,418.54

SL Fund: \$229.02

Motion carried.

Ayes: Witmer, Snow, Murray, Brown, Kelley-Mackenzie

Nays: None

Approval of Minutes

The Caroline Town Board approved the Minutes of August 2, 2023, as submitted by Clerk Townsend

A motion to adjourn the meeting was made by Supr. Witmer and seconded by Clm. Kelley-Mackenzie and carried unanimously at 9:07PM.

---Meeting Adjourned---

Respectfully Submitted,

Velvet Lyke, Bookkeeper and Assistant to Supervisor