

Caroline Town Board Business Meeting Minutes of January 17, 2024

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

Attendance:

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

Also Present:

Highway Superintendent, Bobby Spencer

Recording Secretary:

Jessie Townsend, Town Clerk

Public Present: 2 **Zoom:** 3

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

Privilege-of-the-Floor

None

Committee Reports

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

Correspondence of Note:

- Letter from Steve DeWitt and Alanna Congdon at Tompkins County Board of Elections proposing a single voting place in Caroline at the Brooktondale Fire Hall.
- Annual Report on the Caroline Reading Room from Gale Moran.
- Annual Report on the Caroline History Room from Barb Kone.

Supervisor's Notes:

- Tompkins County has received preliminary notice of award of \$629,779 from the NYS Local Government Efficiency (LGE) grant opportunity to support the Countywide Rapid Medical Response Program in Year 1. It is anticipated that Tompkins County will provide the 10% local match.
- Energy Independent Caroline (EIC) met on January 9, 2024. Mike Brown chaired the meeting. Jerry Sheng, our Climate Smart Communities (NYSDEC) Coordinator, and Chris Skawski, our Clean Energy Communities (NYSERDA) Coordinator attended. Discussion of possible sustainability opportunities: improving the building envelope of the Historic Town Hall was high on list. Signing up for community solar by town and residents was another proposal. Jerry noted that Caroline's current Climate Smart Community Bronze certification will expire at the end of September 2024. We will be working to re-certify. EIC will soon be setting a monthly meeting day and time. All are welcome at the town hall or by Zoom.
- Watershed Committee met on January 9, 2024. Of note, our 3-yr contract with USGS for maintenance and monitoring of the Six Mile Creek gauge station in Brooktondale has expired. We and our partners (T.C. Soil & Water, City of Ithaca, Town of Dryden) will be meeting to discuss whether operation of this station should be continued. Watershed Committee meets second Tuesday of the month at 4 pm by Zoom. All are welcome.

- **Please note that the Town Board is seeking volunteers for town committees/boards:** Review Board, Planning Board, and we expect to be appointing a three-member Zoning Board of Appeals in the near future. See Article XI Zoning Board of Appeals and Article XII Review Board of the Town’s Zoning Law (www.townofcaroline.org). If you are interested in serving on one of these town volunteer boards, please send a letter describing your background, relevant experience, and reason for applying.

Code Officer, Cliff Babson – None

Town Clerk, Jessie Townsend – Busy with tax collection. Hope to finish inventorying 2023 records.

Preparing for next week’s audit. Due to the recent power outage, she asked the Board to consider getting a backup generator for the Town Office buildings. Bobby mentioned the one currently used at the Town Barns is faulty and needs to be replaced ASAP.

Ag Committee, Wil Lawrence – Spent time discussing what Agriculture means as they establish its definition as it relates specifically in our community. Will continue working on the Ag Plan.

Discussion of New Highway Facilities project

Bobby offered his thoughts after having some time to consider the draft proposals submitted by Labella Engineers, which averaged a cost of \$8.5 million. Agreeing with the Board that these proposals are not feasible, and the project must be scaled back significantly in order to reduce the costs. His proposal included having the highway crew do the demolition of one of the outbuildings and then rebuild one in its place. They could also build an addition on another storage building on site. The Board was encouraged and delighted with the repurposing of current buildings on-site, and the cost savings of doing much of the project in-house. Bob would still like to meet with Labella to see if it is possible to add bays (1 or 2) to the existing garage.

Review Part 2 Full Environmental Assessment Form

The Board reviewed as Supr. Witmer read through the document. Discussion and clarification throughout their evaluation and agreed to the information therein.

Resolution 51 of 2024. Part 2 Full Environmental Assessment Form for Zoning Law

Motion by: Witmer Second: Kelley-Mackenzie

WHEREAS, the Caroline Town Board has reviewed and considered potential environmental impacts of the Town of Caroline’s proposed zoning law in each of 18 areas specified in completing Part 2 of the Full Environmental Assessment Form (FEAF) under New York State’s Environmental Conservation Law; therefore be it

RESOLVED, the Caroline Town Board hereby approves the information provided for Part 2 of the FEAF in regard to the potential environmental impacts of the proposed zoning law; and further be it

RESOLVED, the information provided in Part 1, Section F narrative, and Part 2 will be used by the Town Board to make an informed Determination of Significance of environmental impact (Part 3).

Motion carried.

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

Nays: None

Discussion of Battery Energy Storage Systems Law

After receiving public input about some concerns surrounding fire protection, Clm. Cal Snow offered his preference to prohibit such systems after reading a lot of negative articles on them. Planning Board

Member, Wil Lawrence shared that the Governor’s Office will soon have information to share, which may include State Regulations changes due to same. The Board asked Cal to forward such information for their review. Supr. Witmer would like to discuss and vote at the February Agenda Meeting.

Resolution 52 of 2024. Caroline Website Redesign Project

Motion by: Murray Second: Kelley-Mackenzie

Whereas the Town of Caroline webpage being in serious need of redesign and reevaluation; and Whereas a viable plan has been proposed by Yvette Burggren to enhance the usability, accessibility, and overall organization of the Town website; and therefore be it Resolved, the Caroline Town Board hereby agrees to engage in these services as set forth by Ms. Burggren in her proposal dated January 3, 2024.

Motion carried.

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

Nays: None

Resolution 53 of 2024. 2023 Budget Amendments

Motion by: Witmer Second: Brown

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

- \$35,494.21 Decrease DA5112.2 Highway Improvements EQ
- \$35,494.21 Decrease DA3501 CHIPS
- \$54,455.00 Increase DA2665 Sale of EQ
- \$54,455.00 Increase DA5130.2 Machinery EQ
- \$2,718.82 Increase DA3820 Youth Services
- \$2,718.82 Increase DDA9030.8 Social Security

Motion carried.

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

Nays: None

Resolution 54 of 2024. 2023 Transfers to Reserves

Motion by: Witmer Second: Snow

\$23,340.00 From DA5130.2 Machinery EQ to DA233 Hwy. EQ Reserves

Motion carried.

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

Nays: None

Resolution 55 of 2024. 2023 Transfers Resolution

Motion by: Witmer Second: Brown

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

(PS = Personnel Services, CE = Contractual, EQ = Equipment)

<u>Amount</u>	<u>From:</u>	<u>To:</u>
\$3,616.04	A1990.4 Contingency	A9060.8 Health Insurance
\$571.00	A1410.101 Deputy Clerk PS	A1220.102 Bookkeeper PS
\$60.00	A1990.4 Contingency	A1410.4 Clerk CE
\$675.00	A1110.404 Court CE	A1440.405 Engineering Creeks CE
\$101.00	A1460.4 Records Mgmt. CE	A1480.4 Public Information CE

January Business Meeting – Recorded and Posted on Town Website

\$2,961.00	A1620.2 Town Hall EQ	A1620.4 Town Hall CE
\$2,044.00	A1620.2 Town Hall EQ	A1620.41 Town Hall IT CE
\$3,880.00	A5020.4 Hwy. Engineering CE	A1620.44 Hwy. Barn Exp. CE
\$3,193.20	A5132.2 Garage EQ	“
\$766.39	A5132.4 Garage CE	“
\$1,312.39	A5010.4 Support Hwy. CE	“
\$1,000.00	A3620.4 Safety Insp. CE	“
\$2,500.00	A1920.4 Municipal Dues	“
\$2,400.00	A1670.4 Print/Mail	“
\$1,852.30	A1620.2 Town Hall EQ	“
\$400.00	A7510.410 History Room CE	A7510.4 Historian CE
\$258.00	A1990.4 Contingency	“
\$11,223.00	DA5112.1 Improvements PS	DA5110.1 Gen. Repairs PS
\$161.00	“	DA5110.11 Gen. Repairs OT
\$11,520.00	DA5142.1 Snow Removal PS	DA5130.1 Machinery PS
\$2,333.00	DA9030.8 Social Security	DA9010.8 Retirement
\$3,347.00	DA5140.11 Misc. OT	DA5140.111 Misc. Vacation
\$7,000	DA9040.8 W/C	DA9060.8 Health Insurance
\$24,900	DA5110.4 Gen. Repairs CE	“
\$8,100	DA5142.11 Snow Removal PS	“
\$950.00	A1110.4 Court CE	A1410.4 Clerk CE
\$152.00	A1620.2 Town Hall EQ	A1620.4 Town Hall CE
\$140.00	A1620.2 Town Hall EQ	A1620.41 Town Hall IT
\$250.00	A5132.4 Garage CE	A5132.2 Garage EQ

Motion carried.

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

Nays: None

Resolution 56 of 2024. Approval of Vouchers for Payment of Town Bills

Motion by: Witmer Second: Murray

Resolved, the Caroline Town Board approves payment of audited vouchers with the following totals for each fund: A Fund: \$116,148.17; DA Fund: \$60,306.76; SL Fund: \$449.72; and SF Fund: \$6,325.00

Motion carried.

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

Nays: None

Resolution 57 of 2024. Reschedule February Business Meeting

Motion by: Witmer Second: Kelley-Mackenzie

Resolved, the Caroline Town Board hereby moves the February Business Meeting to Wednesday, February 28, 2024, beginning at 7pm.

Motion carried.

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

Nays: None

Approval of Minutes

The Town Board approved the Minutes of the January 3rd Organizational & Agenda Meeting, as prepared and submitted by Town Clerk, Jessie Townsend.

A motion to adjourn the meeting was made by Supr. Witmer and seconded by Clm. Murray and carried unanimously at 9:05pm.

----Meeting Adjourned----