**Caroline Town Board Meeting Minutes of July 19, 2023**

The Town Board Business Meeting was held hybrid at the Caroline Town Hall on July 19, 2023, and was called to order at 7:04 p.m. by Supr. Witmer

**Attendance**:  **Absent:**

Supervisor, Mark Witmer Councilmember Cal Snow

Councilmember Tim Murray

Councilmember Kate Kelley-Mackenzie

**Recording Secretary**:

Jessie Townsend, Town Clerk

**Public Present:**  5 **Zoom**: 7

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

## Privilege-of-the-Floor

*Matt Mix* – Member of the Ag Committee and lifelong farmer. In 1978, there were approximately 800 cows in Caroline. Since then, 1/3 of the Ag land has been lost to residential housing. Doesn’t believe the zoning law will help protect the remaining Ag land or the water resources. The Town’s fire companies are desperate for volunteers, there is a big concern about this and other issues in the community that need addressing.

*Renate Ferro* – Family owned and operated a dairy farm in Cortland County. She offered a different perspective and shared her outlook that farms and agriculture continue to grow throughout the community, noting that there are sheep and many horse farms.

*Pete Hoyt* – Asked for clarification on Privilege-of-the-Floor policy regarding comments made about other speakers. Supr. Witmer noted that this question has been raised recently and he again encouraged speakers not to direct their comments to other speakers.

## Selection of New Town Board Member

At the July 6th Agenda Meeting, the Board interviewed 4 applicants for the vacant town board seat. They selected Michele Brown, who was in attendance, and she joined them at the Board table.

## Discussion with Susan Holland on the Grant Application for the Historic Town Hall Project

Susan and the Board described and discussed the application process and the terms thereof, noting that there is a 50% cost share. Project considered under SEQR to be a Type II action, as per Sections 617.5 (c)(2) of the Official Compilation of Codes, Rules and Regulations of New York State (6NYCRR Part 617) replacement, rehabilitation or reconstruction of a structure or facility, on the same site, including upgrading buildings to meet building, energy, or fire codes, unless such action meets or exceeds any of the thresholds in Section 617.4 of this part (Type I actions). The total cost is projected to be $750,000 with the Town receiving a reimbursement of $375,000.

The Board had a brief discussion surrounding the Town’s Reserve Funds for both the General and Highway Funds.

## Resolution 95 of 2023. Support for a New York State Consolidated Funding Grant Application for the Continued Rehabilitation of the Old Town Hall

Motion by: Witmer Second: Murray

WHEREAS the Town of Caroline would like to apply for a grant through the 2023 New York State Consolidated Funding Application (CFA) Environmental Protection Fund for Parks, Preservation and Heritage (EPF), for continued rehabilitation of the town-owned Old Town Hall, the former *District School No. 2, Caroline and Dryden* at 2670 Slaterville Road, Slaterville Springs, NY 14881and on the National Register of Historic Places; and

WHEREAS the Old Town Hall’s exterior rehabilitation and repair is a high priority for the Town of Caroline and is eligible for an EPF grant for 50% of eligible project costs; and

WHEREAS the Town has hired Historic Ithaca to apply for the grant in April 2023, and for Historic Ithaca or another consultant to administer the rehabilitation project on behalf of the Town and with Town’s authority and oversight; and

WHEREAS the Town will pay for the local share (50%) of the eligible project costs if the EPF grant is awarded; and

WHEREAS with the understanding that Town finance the costs of the project in the first instance with the understanding that 50% of the costs will be reimbursed; and

WHEREAS this investment will significantly preserve the life of the building by completing a set of recommended repairs and restoration to the building; now therefore be it

RESOLVED, the Town Board hereby supports an application for funds in an amount not to exceed $375,000.00 through the EPF program from New York State CFA, for the continued rehabilitation of Old Town Hall; and, be it further

RESOLVED, contingent on award of EPF funds, the Town Supervisor, upon the advice of the Town attorney, is hereby authorized to enter in and to execute a contract with New York State Office of Parks, Recreation and Historic Preservation to accept the award; and, be it further

RESOLVED, contingent on award of EPF funds, the Town Board hereby commits to a total project authorization of $750,000.00 with the understanding that these funds will be made available in the first instances of the project, and that upon completion of the project, the Town of Caroline will submit for reimbursement and return 50% of the expended project funds will be returned to the Town, so that the Town’s share will not exceed $375,000.00.

**Motion carried.**

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

**Nays: None**

**Absent: Snow**

## Resolution 96 of 2023. Support for a New York State Department of Environmental Conservation Water Quality Improvement Project Grant Application for South Road Culvert Replacement

Motion by: Witmer Second: Murray

RESOLVED, the Town of Caroline hereby supports an application for funds through the Water Quality Improvement Program of the New York State Department of Environmental Conservation to support the replacement of the South Road Culvert for a total project cost of approximately $100,000, including a 25% match from the Town of Caroline.

**Motion carried.**

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

**Nays: None**

**Absent: Snow**

## Committee Reports

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

* T.G. Miller is finalizing the contract with Byler Excavating for Ekroos Road Culvert Replacement Project 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.
* Superintendent Spencer, Councilperson Murray and I met with LaBella Engineering at the Highway Department on July 7 to complete the highway project needs assessment.
* Updating town buildings benchmarking information with Ms. Lyke.
* Councilperson Snow, Steve Gibian, and Susan Holland have been working on the plan for restoration of the Old Town Hall.
* Received notice from NYSDOT regarding their investigation in response to a request to reduce the speed limit on both Landon Road and Lounsbery Road. A speed reduction was granted setting a speed limit on Landon Road to 40MPH and on Lounsbery Road to 45MPH.

**Town Clerk, Jessie Townsend** – Currently working in the records room after receiving 18 FOI requests last Thursday.

## Resolution 97 of 2023. Approval of Vouchers for Payment of Town Bills

Motion by: Witmer Second: Kelley-Mackenzie

Resolved, the Caroline Town Board approves payment of vouchers for bills in the amounts of $12,626.80 for the General Fund, $114,320.30 for the Highway Fund, and $213.92 for the Streetlight Fund.

**Motion carried.**

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

**Nays: None**

**Absent: Snow**

## Approval of Minutes

The Caroline Town Board approved the Minutes of July 6, 2023, as submitted by Clerk Townsend

## Zoning Law Discussion

Clm. Murray outlined the remaining sections of the draft law that still need to be reviewed. Prefers not to lose momentum as there is still much to be done. At the next discussion, the Board will need to vote on items reviewed at the last meeting and he then recommends starting the Site Plan Review. Brief review of schedules for possibly meeting next week. Because of conflicting availability, it was agreed to resume discussion at the August 2nd Agenda Meeting.

A motion to adjourn was made by Supr. Witmer and was seconded by Clm. Kelley-Mackenzie at 8:05PM and carried unanimously.

----**Meeting Adjourned----**

Respectfully Submitted,

Jessie Townsend, Town Clerk