

Caroline Town Board Meeting of March 14, 2016

The Town Board Agenda meeting held on March 14, 2018 at the Caroline Town Hall was called to order at 7:00 p.m. by Supervisor Mark Witmer.

Attendance:

Mark Witmer, Supervisor

John Fracchia, Councilmember

Irene Weiser, Councilmember- absent

Calvin Snow, Councilmember

Megan Barber, Councilmember

Recording

Secretary: Marilou Harrington-Lawson, Town Clerk

Also present: people of the public attended

Privilege of the Floor Policy at Caroline Town Board Meetings

- Privilege-of-the-Floor is offered at the beginning of town meetings as an opportunity for individuals to provide input to the town board. Speakers have up to three minutes, subject to modification depending upon time constraints of a particular meeting. Each citizen is provided one speaking opportunity per meeting; written input is also welcome.
- Comments should be directed to the town board. The Supervisor or Councilpersons may answer questions brought forward or defer to allow for further research and thought.
- Respectful discourse is required.

Presentation from the Local chapter of Cycle-CNY

Cycle -Trail riding. Local chapter of the international biking Represent southern tiers. There are 100 or more paid members in the Southern Tier Chapter Trail maintenance. They have group mountain bike rides. At times, upwards of 40 or so bikers join together for a ride. Not for profit. A natural resource with the DEC since 2004. The chapter has done about 4000 hours trail maintenance. All approvals come from the DEC. Yearly planning of what plans are volunteer State forest 20 miles of marked skiing. Shindagin is not open to horses.

2004 DEC, Caroline highway assists the Cycle-CNY by keeping the access roads open. Shindagin Hollow trail is catered to mountain bikers. Very unique forest. The Dec gives permission but the Chapter pays for improvements with donations, and membership dues, etc. Led some courses Cindy Whittaker, Highway Superintendent has helped when piles of unwanted trash. The bike chapter picks it up, puts it a pile and the Highway crew will pick it up upon request.

Parking is an issue. DEC put in a 6-car parking spaces and then a new 15 space parking lot is on the agenda for the DEC to put in this spring. With increased traffic on Central Chapel Road, they are requesting a speed limit change - lowering it from 55mph to 40mph or 45mph. Mark Witmer explained the process in requesting the change. The process includes the Town Highway Superintendent putting in a request to Department of Transportation, along with letters and/or petition from residents who live on the road who are in favor of

lowering the speed limit.

Gave thanks to the Brooktondale and Slaterville Fire District for their support. They often stay connected by supplying the districts with up-to-date maps of the trails in case of medical assistance/support needs.

Reports

Cindy Whittaker, Highway Superintendent - Grove School Road closed due to culvert collapsed. Crews are busy with snow and ice removal.

Mark Witmer, Town Supervisor

- Len Pogorzala and Alan Karasin have again volunteered to serve on our local Board of Assessment Review (BAR). Dan Klein will also attend, along with Tompkins County Assessment personnel. Caroline's BAR date is Monday, May 7th, 3-6 pm at the Town Hall.
- Attended Association of Towns meeting in New York City from February 19-21. Notes:
- Senator Schumer mentioned that there are a lot of federal funds for broadband and urged people to let him know if they had needs.
- The Real Cost of Roads by David Orr of Cornell Local Roads.
- Capital planning for water in Plattsburgh. Performance Systems Contracting for building remodels.
- Greene County has emergency services funded by county sales tax.
- New York Energy Code for Municipal Officials. Discussed with Kevin hosting an Energy Code Training locally for builders and code officials and will be moving forward with that. Will promote through TCCOG.
- Times Square is surreal.
- Energy Independent Caroline met with students in Cornell Environmental Psychology class beginning their pilot work on resident energy issues in Caroline for this spring term.
- J.B.'s Excavation was awarded the contract for Buffalo Road Creek Streambed Stabilization II.
- Subdivision and Site Plan Review Laws are near completion. Expect to introduce them to the board within the next week.
- Electric-vehicle charging station at the town hall is now operational. A needed cell-signal extender installed in the town library is providing improved cell signals at the town hall. (I can see the icon on my phone). The \$17,000 charging station was primarily funded by NYSERDA (New York State); the town out-of-pocket investment was \$519 plus donated bollards and excavation work by the Caroline Highway Department.
- Attended LED Streetlight meeting organized by TCCOG at Borg-Warner Room on March 12. George Woodbury, a recognized expert on streetlight conversion whose firm LightSmart is converting Rhode Island streetlights to LEDs, spoke to us about the mechanics, technology, and economics. Mr. Woodbury is evaluating Caroline's streetlight infrastructure purchase offer from NYSEG.
- Terry Carroll and Lee Yoke of Cornell Cooperative Extension have let me know that they would like to begin "truthing" Caroline streetlights with a GIS inventory. This is an important aspect of evaluating NYSEG's purchase proposal and developing the streetlight design plan.

- Alanna Congdon from Tompkins County gave the clerks and myself a brief tutorial on laserfiche. It is amazing. Propose for Court and History Room.
- Worked with Marilou to comply with NYSLRS Standard Workday Resolution reporting.
- Spoke with Susan O'Rourke, V.P. of NYMIR to clarify insurance coverage for Caroline Sports Association.

John Fracchia, Town Board - Has the results of the Youth Assessment survey.

Irene Weiser, Town Board- Absent

Cal Snow, Town Board - none

Megan Barber, Town Board

Marilou Harrington-Lawson, Town Clerk – New Deputy Clerk has been hired. Chris Wilbur will stay on as Second Deputy. Tax season is coming to an end. Alanna from the Tompkins County Clerk's Office came out to the Town Hall and gave a presentation on Laser Fiche, upcoming training session coming up sometime later this year.

Town Business

Alten Ainsley from LaBella looked at the Town highway building, and made of list of needed repairs.

Questions the Town Board has for LaBella: what is the cost to remodel the Highway Department building? Is it worth putting money into the existing building? Should a whole new building be put on the same sight? What are the pros and cons?

Supervisor Mark Witmer suggested a committee to further look at what options are available for a new Highway Barns. Possible other location for the Highway Department is Crispell's building that is for sale.

Funds Transfers/Amendments 2018

Resolution 68 of 2018

BUDGET AMENDMENTS

A motion was made by Mark Witmer and seconded by Megan Barber

Be It Resolved, the Caroline Town Board makes the following 2018 Budget Amendments:

\$30,000 Increase Gen. Fund Revenue A3021 State Aid - Justice Court Admin. Program Grant

\$30,000 Increase Gen. Fund Expenditure A1620.412 Town Hall CE (capital improvements)

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye; Barber

Resolution 69 of 2018**BUDGET TRANSFERS**

A motion was made by Mark Witmer and seconded by Cal Snow

Be It Resolved, the Caroline Town Board makes the following 2018 Budget Transfers:

\$1,500 from A1990.4 Contingency to A1480.4 Public Information CE

\$1,065 from A1990.4 Contingency to A9040.8 Workers' Comp

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye; Barber

Approval of Abstracts**Resolution 70 of 2018****Streetlight Fund Abstract**

A motion was made by Mark Witmer and seconded by John Fracchia to approve payment for the Streetlight Fund voucher number 5 through 6 for \$575.01

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye; Barber Aye

Resolution 71 of 2018**General Fund Abstract**

A motion was made by Mark Witmer and seconded by Cal Snow to approve payment for the General Fund voucher numbers 67 through 92 for \$12,643.10.

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

Resolution 72 of 2018**Highway Fund Abstract**

A motion was made by Mark Witmer and seconded by Cal Snow to approve payment for the Highway Fund voucher numbers 41 through 60 for \$ 73,023.01.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye; Barber Aye

Resolutions**Resolution 73 of 2018**

Resolution Authorizing the Town Highway Superintendent to Aid Fire Companies and Other Emergency Personnel, as Circumstances Necessitate

A motion was made by Mark Witmer and seconded Cal Snow

Whereas, the Town of Caroline and its Highway Superintendent have resources at their discretion that may prove useful in service the public outside the strict application of the New York State Town Law; therefore be it

Resolved, the Town Board of the Town of Caroline, by request of the Town Highway Superintendent and by such authority as extended by applicable sections of the Town Law of the State of New York, do hereby permit, authorize, and direct the Town Highway Superintendent to fulfill such additional responsibilities from time to time as circumstances necessitate, although such activities may not relate directly to the specific responsibilities of the Highway Department of the Town of Caroline as specified by Highway Law, including:

1. The removal of snow as required from all municipal properties and the maintenance of outdoor safety conditions thereon;
2. Emergency assistance as may be requested by the Chief or other responsible officer of a local Fire Company in support of FIRE AND EMS-RELATED EMERGENCIES;
3. The rendering of such assistance as may be requested from time to time to cope with related emergency situations of any Special District within the Town of Caroline, including school districts;
4. The use of Town Highway Department resources as may be determined by the Highway Superintendent to be necessary and in the best interests of the general populace of the Town of Caroline.

It is understood that there are reciprocal activities provided to the Highway Department by the Fire and EMS Agencies in certain emergencies.

This resolution is hereby submitted in the interest of, and for the protection of, the Town of Caroline, its Highway Department, and its full complement of personnel.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye; Barber Aye

Resolution 74 of 2018

Urging that Charter Communications Maintain WSKG Public TV Service in Tompkins County.

A motion was made by Mark Witmer and seconded John Fracchia

Whereas, we have been notified by Charter Communications (parent company of Spectrum Communications) that on or after March 15, 2017, WSKG Public TV service in Tompkins and Cortland Counties will be dropped from their offerings; and

Whereas, WSKG is one of only two PBS TV stations in our area, providing informative news and local programming not influenced by corporate sponsors; and

Whereas, WSKG Public Broadcasting covers 21 counties across New York State supported by 10,000 contributors, with about 1/4 (2,500) of those residing in Tompkins and Cortland Counties, showing that WSKG Public Radio and TV is strongly supported in our region; and

Whereas, the decision to drop WSKG TV from our region was justified as a business decision, but unlike for-profit stations, PBS stations are offered free-of-charge to carriers; and

Whereas, dropping WSKG TV from Tompkins and Cortland Counties would undermine the financial security of WSKG and remove WSKG TV programming from a region where it is strongly valued by the public; therefore be it

Resolved, the Caroline Town Board urges Charter Communications to maintain WSKG Public Television service in our region; and further be it

Resolved, that any future consideration of changes to carrying PBS stations by Charter Communications be informed by public input that is well advertised; and further be it

Resolved, that this resolution be sent to Mr. Chris Mueller, Director, Governmental Affairs, Charter Communications, 100 Town Center Drive, Rochester, NY 14623 (chris.mueller@charter.com).

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye: Barber Aye

Resolution 75 of 2018

Planning Board Appointment

A motion was made by Mark Witmer and seconded by John Fracchia

Resolved, The Caroline Town Board hereby, authorizes appoints Bill Podulka to the Town of Caroline Planning Board for 2018.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye: Barber Aye

Resolution 76 of 2018

Sub-Division Review Board Appointment

A motion was made by Mark Witmer and seconded by Megan Barber

Resolved, The Caroline Town Board hereby, appoints Craig Modisher as chair of the Caroline Subdivision Review Board for 2018.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye: Barber Aye

Resolution 77 of 2018

Establishing Standard Work Day and Reporting and Pay Rates for Elected and Appointed Personnel

A motion was made by Mark Witmer and seconded by Megan Barber

Resolved, the Town Board hereby establishes the following standard workdays, as required for determination of retirement benefits for Town Officials, and their annual salaries of 2018:

Position Name	Days/month	St'd workday	Term Ends	Salary	Reporting System
Supervisor, Mark Witmer	19.79	6 hours	12/31/2019	\$ 18,580.00	ROA
Town Justice, Susan Barr	4.15	6 hours	12/31/2021	\$ 11,408.00	ROA
Town Justice, Gary Reinbolt	pending	6 hours	12/31/2019	\$ 11,408.00	ROA

Highway Supt, Cindy Whittaker 18.83 8 hours 12/31/2019 \$ 63,461.00 ROA

Town Clerk, Marilou Harrington-Lawson 18.78 6 hours 12/31/2019 \$ 33,137.00 ROA

Code Officer Kevin McMahon 23.24 6 hours Appointed \$ 46,800.00 ROA

Councilperson, John Fracchia 3.36 6 hours 12/31/2021 \$ 2,296.00 ROA

Deputy Clerk, Jessica L. Townsend pending 6 hours Appointed \$16,120.00 ROA

And Be It Further Resolved, the Town shall require, for each position where the employee is part of the NYS Retirement System, a “Record of Activity” of actual time worked or, in the case where actual hour record is not required, the official holding the office shall submit to the Town Clerk a record of his or her activities for a period of three consecutive months at least once during their term of appointment.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye: Barber Aye

Minutes

Resolution 78 of 2017

Minutes of the Agenda Meeting held January 2, 2018:

A motion was made by Mark Witmer and seconded John Fracchia to accept the minutes of the January 2, 2018 Agenda meeting as submitted by Town Clerk, Marilou Harrington-Lawson.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye Abstain: Barber

Resolution 79 of 2018

Minutes of the Business held January 10, 2018:

A motion was made by Mark Witmer and seconded Cal Snow to accept the minutes of the January 10, 2018 Business meeting as submitted by the Caroline Town Clerk Marilou Harrington-Lawson.

Adopted Witmer: Aye; Fracchia: Aye; Weiser: Absent Snow: Aye Abstain: Barber

Motion to move to executive session by Mark Witmer and seconded by Cal Snow at 9:26 p.m.

---Adjourn---

Adjourned on a motion by Mark Witmer and seconded by _____ at **9:55** p.m.

Respectfully Submitted,

Jessica L. Townsend, Deputy Town Clerk