

Caroline Town Board Meeting Minutes of December 10, 2013

The Town Board Business meeting held on December 10, 2013 at the Caroline Town Hall was called to order at 7:00 p.m. by Supervisor Don Barber.

Attendance:

Don Barber, Supervisor
Linda Adams, Councilmember
Irene Weiser, Councilmember
Tim Seely, Councilmember

Recording

Secretary: Marilou Harrington-Lawson, Town Clerk

Also present: Mark Witmer, Barry Goodrich, Lincoln Adams, Ruth Hopkins, Nellie Farnham, Cal Snow (with maple drizzled popcorn!!!) and two other members of the public attended the meeting.

Privilege of the Floor

Lincoln Adams addressed the board and thanked his wife, Councilmember Linda Adams for her service on the Town Board and the community. He spoke about her commitment, her composure and dignity in times when there was a difference of opinion between board members and members of the public. He stated, "you always took the high road" and then he spoke of her being the "the voice of reason and moderation" even in times of controversy and adversity. He also spoke about her service and dedication on the Trails Committee and the Water Shed Committee.

Reports

Cindy Whittaker, Highway Superintendent

No report

Don Barber, Town Supervisor

Correspondence of Note:

1. Request from FEMA for further info on Buffalo Creek Grant application. Cindy Whittaker and TG Miller.
2. Email Communication with Chuck Bartosch of Clarity Connect regarding Broadband infrastructure.
3. Request for County Funding Support of Broadband Infrastructure project
4. Aaron Snow gave a written resignation on November 18th.

Report:

1. 600 Road Stream stabilization project is under way. Expect completion this week by JB Construction
2. Clarity Connect has not submitted Special Use Permit application yet, but still claims they will. I have contacted Town Attorney to develop a contract with Clarity Connect for construction of Phase 2.
3. Met with Highway Collective Bargaining Team three times. Next meeting tomorrow- would like to discuss in Executive Session at end of meeting.

4. Received FEMA interim funding for Banks Road. Have replaced A fund's- have a resolution to replenish Stream Reserve.

5. Road Preservation Committee finished reviewing Local law and with a few minor adjustments will be sent to Guy Krogh, Town Attorney for content review. Committee will meet in January to hopefully review complete Excel spreadsheet- also will begin work on framework for Road Use Agreement

Frank Proto, County Representative

No report

Irene Weiser, Town Board

No report

Linda Adams, Town Board

No report

Tim Seely, Town Board

No Report

Barry Goodrich

Barry Goodrich (who is overseeing the project) gave a report on the Six Mile Creek on project on 600 Road. The Six Mile Creek project is a Emergency Watershed Protection (EWP) project funded by the Natural Resources Conservation Service (RCS), which is a federal agency. Normally there is not this type of project (creek work) done at this time of the year, as there is a requirement to be out of the creek by September 30th because of conservation (trout spawning season). The Federal government asked the DEC to remove themselves whether there was trout in the creek or not. The excavator and contractor are there. The creek work mobilization is done with 70% of the rock on site to be set in the structures in the creek. After all the creek work is done then there will be hydroseeding of grass and the "prettying-up" of the area so it will look back to a natural state. By the end of the project the pipeline, etc will be installed (the reason for doing the project) so that the 600 Road will not be washed out.

The project will be finished before the end of December and hopefully it will be finished in the next week or so.

Fund Transfer

Resolution 183 of 2013

A motion was made by Mr. Barber; seconded by Mr. Seely

Be It Resolved the Caroline Town Board makes the following 2013 Fund Transfers

\$ 36.00 from General Fund Account A 1220.102 Bookkeeper PS to General Fund Account A 1220.4 Supervisor CE

\$ 500.00 from General Fund Account A 1410.2 Clerk EQ to General Fund Account A 1410.101 Deputy Clerk PS

- \$ 800.00 from General Fund Account A 1410.4 Clerk CE to General Fund Account A 1410.101 Deputy Clerk PS
- \$ 39.20 from General Fund Account A 7510.41 History Room CE to General Fund Account A 7410.4 Library CE
- \$ 356.50 from General Fund Account A 9030.8 Social Security to General Fund Account A 9060.8 Health Insurance
- \$ 12,000.00 from Highway Fund Account DA 5130.1 Equipment PS to Highway Fund Account DA 5110.1 Road Maintenance PS
- \$ 946.00 from Highway Fund Account DA 5112.1 Capital Imp PS to Highway Fund Account DA 5110.1 Road Maintenance PS
- \$ 770.00 from Highway Fund Account DA 5112.11 Capital Imp PS OT to Highway Fund Account DA 5110.1 Road Maintenance PS
- \$ 2,500.00 from Highway Fund Account DA 9040.8 Workers Comp to Highway Fund Account DA 9030.8 FICA
- \$ 456.00 from Highway Fund Account DA 9040.8 Workers Comp to Highway Fund Account DA 9060.8 Health Insurance

Be It Further Resolved that the Caroline Town Board makes a Budget modification to Community Develop Fund by increasing Community Develop Account CD 8668.4 from \$0 to \$2070.50

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Abstracts

Approval of Abstracts

Resolution 184 of 2013 General Fund Abstract

A motion was made by Mr. Barber and seconded by Ms. Weiser to approve payment for the General Fund voucher numbers 361 through 392 for \$16,555.88.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Resolution 185 of 2013
Streetlight Fund Abstract

A motion was made by Mr. Barber and seconded by Mr. Seely to approve payment for the Streetlight Fund voucher numbers 22 and 23 for \$605.56.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Resolution 186 of 2013
Highway Fund Abstract

A motion was made by Mr. Barber and seconded by Ms. Weiser to approve payment for the Highway Fund voucher numbers 203 through 213 for \$17,550.18.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Resolution 187 of 2013
Bond

A motion was made by Mr. Barber and seconded by Mr. Seely to approve payment for the Bond voucher number 1 for \$64,993.06.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Approval of Minutes

Resolution 188 of 2013

Minutes of the Business Meeting held November 12, 2013:

A motion was made by Mr. Barber and seconded Ms. Weiser to accept the minutes of the November 12, 2013 meeting as submitted by the Town Clerk as amended.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

Resolutions

Resolution 189 of 2013

A motion was made by Mr. Barber; seconded by Ms. Weiser

The Caroline Town Board members, hereby sets the date for the Organizational meeting for Thursday January 2nd at 7:00 p.m. at the Historic Town Hall.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 190 of 2013

A motion was made by Ms. Weiser; seconded by Mr. Barber

The Caroline Town Board members, hereby sets a public hearing date for Thursday January 2nd at 7:00 p.m. to hear any and all comments on the resolution to adopt Alternation of Fire protection District Boundary.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 191 of 2013

A motion was made by Mr. Barber; seconded by Ms. Weiser

The Caroline Town board hereby sets two public information sessions about the Caroline Site Plan Review Proposed Local Law for Thursday January 30th and Thursday February 27th at 7:00 p.m. at the Historic Town Hall.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 192 of 2013

A motion was made by Ms. Weiser; seconded by Mr. Seely

New York Rural Water Association's Source Water Protection Program

Whereas the Aquifer Protection Committee has determined that developing a local law to protect quality and quantity of the town's water resources would be in the Town's best interest,

And whereas, the New York Rural Water Association's federally-funded Source Water Protection Program provides technical assistance at no charge to rural and small communities for the development and implementation of local source water protection plans designed to prevent the deterioration of water resources used for drinking water,

And whereas developing a source water protection law involves the following steps: defining the water supply resources to be protected; identifying potential threats to the quality and quantity of drinking water resources; recommending and implementing measures to reduce threats to drinking water resources; and planning for the future, including water supply emergency events,

And whereas NYRWA's Source Water Protection Specialist will work with the Aquifer Protection Committee during the planning process to ensure that the completed source water protection law reflects the needs of the local community,

And whereas the Aquifer Protection committee met with Steven Winkley, NYRWA's Source Water Protection Specialist, and determined that he has the expertise needed to guide us in the process of developing the technical aspects of an aquifer protection law,

And whereas Mr. Winkley indicated interest in working with our Town, and will

be available to do so beginning in April 2014 if not sooner, and expects that he can complete an aquifer protection plan within one year's time,

Therefore be it resolved that the Town of Caroline will participate in NYRWA's water source protection program.

A motion was made by Mr. Barber; seconded by Mr. Seely

Discussion: Supervisor Barber suggested changing the first "law" to "plan" and after the fifth whereas paragraph, last sentence change "law" to "plan" for continuity. Councilmember Weiser explained why the use of "law" was in the resolution verses the word "plan" in the areas Supervisor had questioned. Supervisor Barber agreed with Councilmember Weiser's explanation, and the amendment was then voted on.

Not Adopted Barber: Nay; Seely: Nay; Adams: Nay ; Weiser: Nay

Resolution 193 of 2013

A motion was made by Mr. Weiser; seconded by Mr. Seely

Discussion to add the words "and laws" in addition to the word "plans" in the the 2nd whereas paragraph. And then in the following paragraphs the word "plan" will be changed to "law" with the last whereas adding in the word "draft" in front of the word "law". The amended resolution is as follows:

New York Rural Water Association's Source Water Protection Program

Whereas the Aquifer Protection Committee has determined that developing a local law to protect quality and quantity of the town's water resources would be in the Town's best interest,

And whereas, the New York Rural Water Association's federally-funded Source Water Protection Program provides technical assistance at no charge to rural and small communities for the development and implementation of local source water protection plans and laws designed to prevent the deterioration of water resources used for drinking water,

And whereas developing a source water protection law involves the following steps: defining the water supply resources to be protected; identifying potential threats to the quality and quantity of drinking water resources; recommending and

implementing measures to reduce threats to drinking water resources; and planning for the future, including water supply emergency events,

And whereas NYRWA's Source Water Protection Specialist will work with the Aquifer Protection Committee during the planning process to ensure that the completed source water protection law reflects the needs of the local community,

And whereas the Aquifer Protection committee met with Steven Winkley, NYRWA's Source Water Protection Specialist, and determined that he has the expertise needed to guide us in the process of developing the technical aspects of an aquifer protection law,

And whereas Mr. Winkley indicated interest in working with our Town, and will be available to do so beginning in April 2014 if not sooner, and expects that he can complete an aquifer protection draft law within one year's time,

Therefore be it resolved that the Town of Caroline will participate in NYRWA's water source protection program.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 194 of 2013

A motion was made by Ms. Weiser; seconded by Mr. Barber
RESOLUTION FOR COMPUTER NETWORK UPGRADES

Whereas it is important that the Town have computing networks that operate smoothly and meet current standards for security,

And whereas the Town desires to provide access to a wireless network for public use within the Old Town Hall and Annex Buildings,

Resolved that the Town engage the services of Brightworks Computer Consulting to upgrade the network in the Old Town Hall and Annex buildings to improve performance, security and to provide wireless access to the public when they use these facilities.

Further, resolved that the Town purchase and install 2 phones for use in the History Center.

Resolved that these phone and network improvements will not cost more than \$3800.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 195 of 2013

A motion was made by Mr. Barber; seconded by Mr. Seely

The Caroline Town Board members, hereby establishes the date of 9:00 a.m., Monday December 30th for the year-end meeting to pay bills.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 196 of 2013

A motion was made by Mr. Barber; seconded by Ms. Weiser

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the “ Historic Town Hall Roof Replacement Reserve Fund” (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of capital improvement. The type of capital improvement to be financed from the Reserve Fund is the construction of Roof replacement, attic insulation and ventilation, and rain collection at eaves.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Caroline.

Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and

condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

Adopted Barber: Aye; Seely: Aye; Adams: Aye; Weiser: Aye

Councilmember Seely asked for verification to be added so that after the first whereas where it says "Town Hall Roof Replacement Reserve", that there would be clarification that it would be for only the historic Town Hall. So the word "historic" was added; " Historic Town Hall Roof Replacement Reserve"

The resolution 196 of 2013 was adopted as amended.

Resolution 197 of 2013

A motion was made by Mr. Barber; seconded by Ms. Weiser

The Caroline Town Board members agree to fund the Historic Town Hall Roof Replacement reserve with \$15,600, (\$5,600 encumbered funds from 2013 and \$10,000 budgeted for 2014).

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

Resolution 198 of 2013

A motion was made by Mr. Barber; seconded by Mr. Seely

The Caroline Town Board members, hereby establishes a process for filling of Town, Planning and Sub-Division Review Boards and an application deadline for the date of the agenda meeting at 7:00 p.m. Tuesday, February 2nd.

Discussion: Councilmember Weiser said she would like to have the applications to look at before the meeting, so an amendment was made for all applications must be turned in to the clerk by 3:00 p.m. on Monday, January 30th.

Resolution 199 of 2013

A motion was made by Ms. Weiser; seconded by Mr. Seely

The Caroline Town Board members, hereby establishes a process for filling of Town, Planning and Sub-Division Review Boards with and application deadline of 3:00 p.m. on Monday January 30th for all applications to be turned into the Caroline Town Clerk's office. All applicants must be available to attend the Tuesday February 2nd, Town Board meeting at 7:00 p.m.

Adopted Barber: Aye; Seely: Aye; Adams: Aye ; Weiser: Aye

The board went into Executive Session at 8:28 p.m. to discuss contract negotiations for the Highway Department Teamsters Union and came out at 9:05 p.m.

----Adjourn----

Adjourned on a motion by Mr. Barber and seconded by Mr. Seely the meeting adjourned at 9:06 p.m.

Respectfully Submitted,

Marilou Harrington-Lawson, Town Clerk

DRAFT