

Caroline Town Board Business Meeting Minutes of November 12, 2020

The Town Board Business Meeting held electronically via Zoom teleconference on November 12, 2020 at 7:05 p.m. hosted by Supervisor Witmer

Attendance: Mark Witmer, Supervisor
John Fracchia, Councilmember
Irene Weiser, Councilmember
Cal Snow, Councilmember
Tim Murray, Councilmember

Recording Secretary: Jessica L. Townsend, Town Clerk

Also Present: Town Bookkeeper, Velvet Lyke; County Legislature Representative, Dan Klein and 1 member of the public attended the teleconference.

Public Hearing on 2021 Caroline Town Budget

Supervisor Witmer opened the Public Hearing at 7:06pm and gave a brief summary presentation outlining the General Fund, the Highway Fund, Caroline Fire Protection District and Caroline Lighting District. He made the following changes: A9060.8 from \$34,516 to \$34,090; A9060.802 from \$9,000 to \$12,339; DA9060.8 from \$223,753 to \$219,062. A Fund Balance to offset tax levy from \$194,000 to \$192,000.

Discussion regarding Town Reserve Funds. Councilmember Weiser shared concerns about the town fund balance being low. Supervisor Witmer states that because fund balance was used for the purchase of two new highway trucks that totaled over \$500,000.00, it lowered significantly and he too is concerned but he is committed to keeping costs down, and not have it impact the taxpayers. He recommended that they stay below the tax cap and keep the current budget where it stands this year and assess where things are at next year. Councilmember Snow agrees that this is a challenge and feels that they need the revenue to provide the services needed for the town. He would rather see small increases little by little than one large increase at one time. Further discussion regarding revenue lines and expenditures. It was agreed that the board will strategize on how to keep costs and taxes down and evaluate next year.

Supervisor Witmer closed the Public Hearing at 8:13 P.M.

Privilege-of-the-Floor

None

Additions or Deletions to Agenda

Supervisor Witmer would like to add discussion on the Moratorium.

Reports

Mark Witmer, Town Supervisor – The Town Supervisor’s Report is as follows:

- 2021 Budget work
- Bobby, Velvet, Cal and I met with Laura Shawley from Danby to learn about their equipment purchasing process.

- Attended Tompkins County Parks and Trails Network meeting on November 10.
- Wil Laurence, Edie Spaulding, and I attended Age-friendly Interview with Cornell City and Regional Planning group on Nov 10.

Jessie Townsend, Town Clerk – Would like to look into getting a new teller-style window for the Clerk’s Office. This would be for the purposes surrounding safety and security related to COVID for both the office and patrons during tax season. Councilmember Weiser suggested calling Inlet Glass for estimate.

Dan Klein, County Representative – County Budget Public Hearing was on Tuesday. The final vote is on Tuesday, Nov 17th. 2.2% tax levy increase, exceeding the tax cap. 6% reduction in workforce without any layoffs. Funded the broadband study. Various other towns, including Caroline pledged \$5,000 towards that effort. 0% salary increase for all County Legislatures. 30 new positive COVID cases in Tompkins County – 11 of those are Caroline residents.

Irene Weiser, Councilmember – None

Cal Snow, Councilmember – None

Tim Murray, Councilmember – None

Introduction of 2020 Comprehensive Plan

The Comprehensive Plan has been finalized by the Planning Board and it will be posted on the Town website. Councilmember Tim Murray proposed calling for a Public Hearing as soon as possible and notifying residents by postcard of same. The Public Hearing was set for Thursday, December 10th at 7pm.

Resolutions

**Resolution 131 of 2020
November Budget Adjustments**

A motion made by Supervisor Witmer and seconded by Councilmember Cal Snow Resolved, the Caroline Town Board makes the following 2020 budget adjustments:

Transfers

<u>Amount</u>	<u>From</u>	<u>To</u>
\$370.00	A1990.4 TH Contingency	A1920.4 Municipal Dues
\$20,000	DA5142.1 Snow Rem. PS	DA5110.1 Gen. Repairs PS

Budget Amendment

<u>Amount</u>	<u>Expenditure Increase</u>	<u>Revenue Increase</u>
\$21,567.46	DA5112.2 Hwy. Improv. EQ	DA3501 CHIPS

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

**Resolution 132 of 2020
Adopt 2021 Town Budget**

A motion made by Supervisor Mark Witmer and seconded by Councilmember Irene Weiser to adopt the 2021 Town Budget.

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

**Resolution 133 of 2020
Assignment of lead agency for SEQRA review**

A motion made by Mark Witmer and seconded by Councilmember Tim Murray hereby assigns lead agency for SEQRA review of the 2020 Comprehensive Plan to Caroline Town Board, with coordinated 239 review by Tompkins County Planning and Sustainability.

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

**Resolution 134 of 2020
General Fund, Highway Fund and Streetlighting Fund Abstracts**

A motion was made by Supervisor Mark Witmer and seconded by Councilmember John Fracchia to approve payment for the General Fund for \$16,517.55; the Highway Fund for \$145,050.72; and the Streetlight Fund for \$273.94

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

**Resolution 135 of 2020
Approval of Minutes**

A motion was made by Supervisor Mark Witmer and seconded by Councilmember Irene Weiser to approve the Agenda Minutes of November 4, 2020 as submitted by Town Clerk, Jessica Townsend

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

Discussion on Moratorium

Supervisor Witmer states that he sent the Town Attorney a copy of the Comprehensive Plan for his review. Attorney for the Town agrees that enacting zoning is well justified to extend a Moratorium. Should have the language next week. Councilmember Murray expressed that the Planning Board worked as quickly as they could and reviewed every public comment and revised accordingly. Supervisor Witmer will introduce the Plan at the Agenda Meeting and hold a Public Hearing in December (12/10 at 7pm).

A motion to adjourn by Mark Witmer and seconded by Councilmember Fracchia and carried unanimously at 9:25 p.m.

---Adjourn---

Respectfully Submitted,

Jessica L. Townsend, Town Clerk