

TOWN BOARD BUSINESS MEETING

Wednesday, January 18, 2023, 7:00 pm

The January 18, 2023 Caroline Town Board Business Meeting will be held at the Caroline Town Hall by Zoom videoconference. Members of the public may attend in-person or by Zoom. Masks are strongly advised. Minutes and video recordings will be posted on the [Town of Caroline website](#). Comments may be provided at Privilege of the Floor during the meeting, by email (clerk@townofcaroline.org), or by mail (P.O. Box 136, Slaterville Springs, NY 14881).

INSTRUCTIONS TO ATTEND THE ZOOM MEETING (<https://zoom.us>)

You do not need to have a Zoom account to join. Options 2 and 3 are easiest without an account. You may need the Meeting ID for any of these methods.

Direct: <https://us02web.zoom.us/j/7142580644>

Meeting ID: 714 258 0644

One tap mobile: +19292056099,,7142580644#

Phone dial-in: +1 929 205 6099 US (New York)

*by phone press *6 to mute/unmute, *9 to raise hand*

AGENDA

Privilege of the Floor

Reports:

George Frantz, AICP, Subcontractor for Agriculture and Farmland Protection Planning
Kristen Hychka, Caroline Representative to Tompkins County Water Resources Council
Supervisor's Report
Town Clerk's Report
Code Officer's Report
Committee Updates

Actions/Discussions:

Approval of contract with George Frantz & Associates for consultation services for Ag & Farmland Protection Planning

Vote on [Code Enforcement Local Law](#)^{1*}

Discussion of property tax exemptions

Discussion of [2023 Association of Towns Legislative Agenda](#)

Resolution to approve vouchers for payment of town bills²

Approval of minutes of January 4, 2022

—————Adjourn—————

- 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 and unused time may not be transferred to another speaker. Written input is also welcome.

- Speakers agree not to speak about Town staff personnel matters. Personnel matter should be directed to the appropriate Supervisor or Department Head.
- 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.

¹Resolution ____ of 2022. Resolution to Adopt Local Law #1 of 2023, A Local Law Providing for the Administration and Enforcement of the New York State Uniform and Energy Codes.

***Summary of changes between Local Law #1 of 2013 T. Caroline Code Administration Local Law ([2013 CELL](#)) and Introduced 2022 Code Administration Local Law ([2022 CELL](#))**

Section 1. Purpose & Intent: 2013 CELL references Stormwater Management and Flood Damage and Prevention Local Laws throughout. This has been eliminated because the purpose of the CELL is to authorize local administration of NYS Uniform and Energy Codes.

Section 2. Definitions and Construction. Revised as per [2022 Model CELL](#) (see final Section, bottom left).

- (Section 2a) Definitions updated.
- Additional T. Caroline definitions: “Codes Division”, “CPLR” (New York State Civil Practice Laws and Rules), and “Town Board.”
- Section 2b - *Construction Rules* added that clarify interpretation of the construction and language of the Local Law.

Section 3. Code Enforcement Officer and Inspectors. Revised as per 2022 Model CELL.

Section 4. Building Permits. Revised as per 2022 Model CELL:

- References to the Town’s Stormwater and Flood Damage Prevention Local Laws are eliminated (see Section 1 explanation).
- One of eight Exemptions allowed by New York State is eliminated at recommendation of the Building Code Officer (“construction of temporary sets and scenery associated with motion picture, television, and theater uses”).

Section 5. Construction Inspections. Revised as per 2022 Model CELL:

- Language permitting Remote Inspections has been added.
- References to the Town’s Stormwater and Flood Damage Prevention Local Laws are eliminated (see Section 1 explanation).

Section 6. Stop Work Orders. Revised as per 2022 Model CELL. Referral of appeals to Review Board of 2013 CELL eliminated.

Section 7. Certificates of Occupancy and Certificates of Compliance. Revised as per 2022 Model CELL:

- b.3, Energy Code Compliance added
- b.4, Manufactured Buildings' Data Plates added
- d. Temporary CO effective period increased from 60 to 90 days.

Section 9. Unsafe Buildings (Article 9 Unsafe Building + Article 16 Enforcement Procedures of 2013 LL). Revised as per 2022 Model CELL:

- a.1, DCN (Defective Conditions Notice) replaces FMPN (Failure to Maintain Property Notice) of 2013 CELL.
- i.5, 2022 CELL assigns responsibility for evaluating objections to Verified Statement (of cost for remediation) to the Town Board, instead of Review Board of 2013 CELL.
- See NOTES 2 and 3 for 2022 CELL regarding requirements for description of process for enforcement Unsafe Buildings violations. Similar to 2013 CELL.

Section 10. Operating Permits (Article 10 of 2013 CELL). Revised as per 2022 Model CELL:

- list of buildings, structures, facilities, processes, and/or activities" enumerated/described in more detail.
- 3.c. Exemptions added
- 3.d. Inspections (Section 1003 of 2013 CELL) - adds more detail, including "Remote Inspections."
- 3.f. Duration of Operating Permits (Section 1005 of 2013 CELL) - more details, but similar.

Section 11. Fire Safety and Property Maintenance Inspections (Article 11 of 2013 CELL). Revised as per 2022 Model CELL:

- ***a.1. (Sec 1101.1 of 2013 CELL). Increases required frequency of inspections for areas of assembly from every 36 months to every 12 months.***
- ***a.2. (Sec. 1101.2 of 2013 CELL). Same for schools and dormitories.***
- a.3. (Sec. 1101.3 of 2013 CELL). inspections every 36 months for multiple dwellings and non-residential occupancies (no change from 2013 CELL).
- b. Remote Inspections added.
- d. OFPC Inspections (NYS Office of Fire Prevention and Control) - conditions and requirements for accepting inspections by OFPC are elaborated.

Section 12. Complaints (Article 12 of 2013 CELL). Similar to 2013 CELL.

Section 13. Condition Assessments of Parking Garages. *NEW SECTION* from 2022 Model CELL.

Section 14. Climatic and Design Criteria. *NEW SECTION* from 2022 Model CELL.

Section 15. Record Keeping. - similar to 2013 CELL.

Section 16. Program Review and Reporting. Annual reports to Town Board and NYS - same as 2013 CELL.

Section 17. Violations (Article 15 in 2013 LL). Revised as per 2022 Model CELL

- adds suggested language for violation letter
- c.1 Penalties, first violation: fine of not > \$500 nor < \$200 /week of noncompliance (2013 CELL stated fine of not more than \$200/day of noncompliance)
- c.2. Penalties, second violation: fine of not < \$500/week (previously \$200/day) or > \$2,500/week (previously \$500/day,) and possible incarceration of up to 120 days (new).
- *Sec. 1503.3 of 2013 LL for third and subsequent violations eliminated (fine of not < \$500/day and not > \$2,500/day and/or possible incarceration of up to 90 days.)*

Section 19. Intermunicipal Agreements. *NEW SECTION* from 2022 Model CELL.

²Resolution ____ of 2022. Approval of Vouchers for Payment of Town Bills

RESOLVED, the Caroline Town Board approves payment of vouchers for bills in the amounts of _____ for the General Fund, _____ for the Highway Fund, and _____ for the Streetlight Fund.