

## **Caroline Town Board Meeting Minutes of January 8, 2013**

The Town Board Business meeting held on January 8, 2013 at the Historic Town Hall was called to order at 7:00 p.m. by Supervisor Don Barber.

### **Attendance:**

Donald Barber, Supervisor  
Dominic Frongillo, Councilmember  
Linda Adams, Councilmember  
Aaron Snow, Councilmember  
Irene Weiser, Councilmember

### **Recording**

**Secretary:** Christine Wilbur, Deputy Town Clerk

**Also present:** No members of the public attended the meeting

---

### **Privilege of the Floor:**

Councilmember Weiser introduced Mike Bixby from Eastern Security who will review a variety of proposals for building security at the Historic Town Hall and the Town Hall Annex. At 7:01 PM. Ms. Weiser made a motion to go into executive session to discuss security issues. Seconded by Mr. Frongillo. Carried unanimously. At 8:30 PM, Mr. Frongillo made a motion to resume open session. Seconded by Ms. Weiser. Carried unanimously. Board members agreed on security items that will be included on a Request for Proposals.

**Cindy Whitaker, Highway Superintendent** – No report.

### **Supervisor Don Barber** –

- Mr. Barber provided a copy of an article from a Professional Registered Parliamentarian that addresses the issue of groups working together positively and effectively. He encouraged Board members to read the article and practice the message it conveys.

### **Correspondence of Note:**

1. Letter from NYMIR regarding onsite inspection: audit- room capacity rating posted at Town Hall - evaluate and upgrade if needed, 2<sup>nd</sup> floor fire escape from history room;
2. Request from a Citizen to post building numbers on both Town Buildings –discussion of signage in general for buildings and the road sign – should be a project;
3. Resolutions and by-laws for Association of Towns Meeting- discuss at February meeting;
4. Risk Bulletin from NYMIR on prior notice – deals with sidewalks, roads, etc. – he encouraged Board members to read the Bulletin;
5. Year Two report on Health Consortium status;
6. Rapid Waters Mgmt Plan on CD- includes Shindagin Hollow State Forest – one copy in the Clerk's office and one copy in the library;
7. Doug's Fish Fry netted \$583 for Youth Programs;
8. Report from Office of State Controller- adopted budget complies with NYS PTC;
9. Time Warner Cable wants relief from FCC in that they consider satellite service competition.

### **Report:**

1. Code Officer has compared building permit fees with similar municipalities (see attachment #1) and suggests that we increase new residential construction rate. Please review the document and be prepared to discuss the recommendation as well as the process. If you have any questions prior to the next meeting, please contact Kevin McMahon.

2. Currently there are no fees for Subdivision Approval- suggests making request of Site Plan Review Board to develop a fee schedule and basis for a decision about potential Site Plan Review. Board members agreed this should be pursued.
3. Mr. Frongillo discussed ways to reduce barriers for residents for solar electric installation. He should talk to Kevin McMahon to find out if permit fee is based on before or after the incentive. Will discuss at the February meeting.
4. Article 9 of Local Law #2 of 2006 titled Unsafe Building and Structures (see attachment #2) - according to Mr. Krogh, the intent of this Article would not stand challenge if the Town tried to enforce - mostly in the area of due process. He suggests either rewriting this law or developing a separate Local Law for Unsafe Buildings. Currently there is an unsafe building on Buffalo Rd. – the Board discussed how to move to the next step. The attorney said we could move forward, but article 9 does not include due process – his suggestion – update section or write a new law for unsafe buildings. He provided models for both (see attachment #3) – should discuss at a future meeting. Mr. Barber will send copies of both the Local Law and building code adjustment that is suggested.
5. Reminder: Road Preservation Forums will be held on:
  - 1/23 - speaker will be Lynne Irwin, Director of the Cornell Local Road Program;
  - 2/21 - speaker will be Fernando deAragon, Staff Director for the Ithaca-Tompkins County Transportation Council, and Dan Walker from Labella Engineers;
  - 3/21 - The Caroline Road Preservation Committee and Town Attorney Guy Krogh.

All sessions will be held at the Historic Town Hall at 7 PM. Mr. Barber recommends board members attend all if they can to gain important background information for formulation of a local law. The sessions will be videotaped for those who cannot come.

**County Representative, Frank Proto** – no report.

**Councilmember Linda Adams** – no report.

**Councilmember Irene Weiser** –

- Emergency Preparedness and Haz. Mit. Program – work on this is near the end and will soon have a final report for review and comment.

- Watershed Committee – back this month. The group is discussing a public information or education session on water quality issues and water sampling programs. They would also like to do an information or education forum once per quarter. The group is still waiting for more information regarding the Belle School Rd. property issue.

Aquifer Protection Committee– small meeting this month – discussed tentative syllabus or timeline of topics for the next few months prior to drafting a law. In addition to protecting water quality, also to protect water quantity; protecting big aquifers as well as bedrock aquifers.

CIT Committee – screened eight applicants for the IT Services position down to four – interviewing next week – should have a recommendation by February board meeting.

**Councilmember Dominic Frongillo** –

Planning Board – continues to work on site plan review

Energy Independent Caroline – working on solar project

## Transfers

### Resolution xxx of 2013

A motion was made by Mr. Barber and seconded by Mr. Frongillo:

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

\$ 2,100.00 from Highway Fund Account DA 9060.801 Retiree Health Insurance to Highway Fund Account DA 9010.8 NYS Retirement;

Be It Further Resolved the Caroline Town Board makes the following 2013 budget adjustment: Increase revenue line A 3820 Youth programs by \$583.08 and Increase Appropriation line A7310.4 Youth Programs by \$583.08.

**Adopted:** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

---

## **Approval of abstracts**

### **Resolution xxx of 2013**

#### **Highway Fund Abstract**

A motion was made by Mr. Barber and seconded by Mr. Snow to approve payment for the Highway Fund voucher numbers 1 through 16 for a total of \$74,346.69.

**Adopted:** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

### **Resolution xxx of 2013**

#### **Fire District Abstract**

A motion was made by Mr. Barber and seconded by Mr. Frongillo to approve payment for the Fire District Fund voucher numbers 1 through 2 for a total of \$8,863.00.

**Adopted:** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

### **Resolution xxx 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 1 through 51 for a total of \$85,390.51.

**Adopted:** Barber: Aye; Frongillo: Aye Adams: Aye; Snow: Aye; Weiser: Aye

### **Resolution xxx of 2013**

#### **Streetlight Abstract**

A motion was made by Mr. Barber and seconded by Mr. Frongillo to approve payment for the Streetlight Fund voucher numbers 1 and 2 for a total of \$629.97.

**Adopted:** Barber: Aye; Frongillo: Aye Adams: Aye; Snow: Aye; Weiser: Aye

---

## **Resolutions**

### **Resolution xxx of 2013**

A motion was made by Mr. Barber and seconded by Mr. Frongillo to appoint Mark Witmer to the Subdivision Review Committee to a 5 yr. term ending 12/31/17.

**Adopted:** Barber: Aye; Frongillo: Aye Adams: Aye; Snow: Aye; Weiser: Aye

**Resolution xxx of 2013**

Mr. Barber made a motion to authorize the Town Supervisor to sign a contract with the Slaterville Ambulance Service for the year of 2013 for \$56,000. The motion was seconded by Mr. Frongillo.

**Adopted:** Barber: Aye; Frongillo: Aye Adams: Aye; Snow: Aye; Weiser: Aye

**Resolution xxx of 2013**

Mr. Frongillo made a motion to authorize the Town Supervisor to sign a contract with the Town of Richford for Code Enforcement Services for the year of 2013 for \$8,840. The motion was seconded by Ms. Weiser.

**Adopted:** Barber: Aye; Frongillo: Aye Adams: Aye; Snow: Aye; Weiser: Aye

**Resolution xxx of 2013**

Mr. Snow made a motion to rescind Resolution #35 of 2013 (Climate Smart Community as it relates to the Solarize program) as he is uncomfortable with the last whereas – which states:

**Whereas the Caroline Town Board’s understanding of the role of fiscal sponsor is to manage funds or sign contracts of the project manager.**

Mr. Snow proposes to delete the above whereas, and add the following:

Whereas, there are citizens in Caroline who are interested in installing solar panels, and

Whereas, the proposed Solarize program will help educate those interested about solar installation, and

Whereas, the proposed Solarize program will help facilitate the process and may provide financial benefits to those interested, and

Whereas, the proposed Solarize program does not require an operational or taxpayers funding to execute the program.

The motion was seconded by Mr. Barber. Discussion: some Board members feel the change negates the spirit of the original resolution and that the original resolution wording more clearly represents the Board’s opinion. Ms. Adams continued her discussion of discontent with the original resolution altogether.

After further discussion, Ms. Weiser moved to table the rescinding resolution to give time for Mr. Frongillo and Mr. Snow to meet to formulate more appropriate language for the sentiment Mr. Snow and the Board are trying to convey.

The motion to table carried unanimously.

---

**Committee Assignments and Liaisons:**

After discussion of opportunities and responsibilities involved, Board members agreed on the following placements:

Mr. Barber: Health Care Consortium Rep., Town Buildings and Grounds, Road Preservation

Mr. Frongillo: TCCOG, Energy, Community Service Award, Planning Board

Ms. Weiser: TCCOG (alternate), Health Care Consortium (alternate), Highway, Emergency Services (Preparedness /All Haz. Mitigation), CIT Committee, Aquifer Protection

Mr. Snow: Youth Commission, Watersheds Committee, Recreation Partnership and possible Union Contract Negotiation Board Rep.

Ms. Adams: none.

---

**Minutes**

**Resolution xxx of 2013**

**Minutes of the Agenda Meeting December 4, 2012**

A motion was made by Mr. Barber and seconded by Ms. Weiser to accept the minutes of the December 4, 2012 as submitted by the Deputy Town Clerk. Mr. Barber noted that the speaker's name for the Road Preservation is Fernando deAragon.

**Adopted:** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

**Resolution xxx of 2013**

**Minutes of Business Meeting December 11, 2012**

A motion was made by Mr. Barber seconded by Mr. Frongillo to accept the minutes of December 11, 2012 as submitted by the Town Clerk. Mr. Barber noted a correction to Resolution #191 – the amount of money should be \$25.00 per hour.

**Adopted** Barber: Aye; Frongillo: Aye; Adams: Aye; Snow: Aye; Weiser: Aye

---

**Adjourn**

Hearing no other business, Mr. Frongillo made a motion to adjourn. Seconded by Mr. Snow. Carried unanimously. Meeting adjourned at 9:30 P.M.

Respectfully Submitted,

Christine Wilbur, Deputy Town Clerk