

Caroline Town Board Business Meeting of February 14, 2018

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

Recording

Secretary: Marilou Harrington-Lawson, Town Clerk

Attendance:

Mark Witmer, Supervisor
John Fracchia, Councilmember
Irene Weiser, Councilmember-Absent
Calvin Snow, Councilmember
Megan Barber, Councilmember

Also present: 2 members of the public attended the meeting, along with Matt Johnston on the Subdivision Review Committee and Dan Klein County Legislator

Presentation on Site Plan Review and Subdivision Review Local Laws

Subdivision and Site Plan Review Local laws

Review Criteria (as part of the law) to be used

7 Points in the GML 239 addendum (Recommendation of developers).

Energy Star appliances

Heat Pumps

Solar receptive (solar panels)

Best practices for air sealing and insulation

Energy efficient lighting control

Energy efficient technology for heating

Have they employed a whole building energy audit?

During the review the development, ask for conditions of the developer by the Town

Recurrent themes from the Public meetings:

Development with livable walkable

Protect open space

Keep development modest

DEC guidelines

Design guidelines

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.

Reports

Cindy Whittaker, Highway Superintendent – General maintenance on equipment; snow and ice removal; a lot of downed trees with the heavy ice; roadside cleanup including brush trimming; trash throughout the town continues to be an issue in ditches and on personal property.

Mark Witmer, Town Supervisor - *Supervisor's Report*

Correspondence of Note:

- Annual library report from Acting Town Librarian, Gail Moran.
- Annual history room report from Town Historian, Barb Kone.
- email from Carol Kammen re.: “Celebration Grants” are open for winter 2018 round (due in March). Funding source if we wish to develop a historical recognition.
- Association of Town’s letter about NYMEP, a municipal Community Choice Aggregation Program.
- FYI from Court Clerk: NYS Unified Court System has purchased rights and ownership of “The Courtroom Program” from SEi. This will eliminate our license fee.
- Letter from Unified Court System notifying us of \$30,000 award for Town Hall renovations (air-source heat pumps). Thanks to Justice Barr for stewarding our application.

Supervisor's Notes:

- Submitted grant application to NYSERDA’s Clean Energy Communities Program for *Brighten-up Caroline* project to transition streetlights and homes to energy efficient LED lamps and bulbs. Response expected by May. Streetlights: LED streetlight conversion requires that the Town purchase streetlight infrastructure from NYSEG (arms, lamps, poles). We have received a purchase proposal from NYSEG and we are evaluating that in order to negotiate the price. LEDs in homes: we are planning a campaign for fall 2019 to distribute LED bulbs to Caroline homes and engage with residents about their home energy situation.
- Energy Independent Caroline contributed discussion and editorial feedback for development of Clean Energy Communities grant application. E.I.C. will be working with students in an Environmental Psychology class at Cornell this spring to gather feedback on energy opportunities and barriers from residents, and conduct pilot LED distributions.

- Five bids were received for Buffalo Road Creek Streambank Stabilization, Phase II. Bids were opened and recorded on February 8th. The project is scheduled for this spring (after May 15).
- Continuing work on revision of Subdivision and Site Plan Review Laws. Worked with Matt Johnston on Information Session presentation.

Marilou Harrington-Lawson, Town Clerk – Continued working on collecting taxes, dog licensing and permits; office has been busy. Interviewing potential candidates for the Deputy Clerk seat as Chris is getting ready to retire.

Dan Kline, County Representative Report – Sales taxes for 2017 in Tompkins County was the best on record. Caroline’s share was \$645,000, a 6% increase.

Town Business

T-Cat satellite building. Supervisor Mark Witmer was thinking Crispell’s garage might be a site worth considering. There are several locations in the County that are in consideration.

Fund Transfers

Resolution 59 of 2018

Resolved, the Caroline Town Board makes the following 2017 Fund Transfers:

- \$4,754.99** from Highway Fund **DA5140.111 Misc. Sick/Vac/Holiday** to Highway Fund **DA5110.1 General Repairs PS.**
- \$883.35** from Highway Fund **DA5140.4 Misc. CE** to Highway Fund **DA5130.4 Machinery CE.**
- \$16.65** from Highway Fund **DA5680.4 Other Transportation CE** to Highway Fund **DA5130.4 Machinery CE.**
- \$508.63** from Highway Fund **DA5140.11 Misc. OT** to Highway Fund **DA5140.1 Misc. PS.**
- \$2,277.65** from Highway Fund **DA5140.111 Misc. Sick/Vac/Holiday** to Highway Fund **DA5142.1 Snow Removal PS.**

2017 RESERVE FUND RESOLUTION

Resolved, the Caroline Town Board authorizes expenditure of \$60,000 of 2017 budgeted funds from Highway Fund DA5130.2 Machinery EQ to Highway Reserve Fund DA233.

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

Approval of Abstracts

Resolution 60 of 2018

Streetlight Fund Abstract

A motion was made by Mark Witmer and seconded by Cal Snow to approve payment for the Streetlight Fund voucher number 3 through 4 for \$689.20

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

Resolution 61 of 2018

General Fund Abstract

A motion was made by Mark Witmer and seconded by John Fracchia to approve payment for the General Fund voucher numbers 33 through 66 for \$28,432.15.

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

Resolution 62 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 13 through 40 for \$ 126,531.51.

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

Resolution 63 of 2018

SF Fire

A motion was made by Mark Witmer and seconded by Cal Snow to approve payment for the Highway Fund voucher numbers 2 through 3 for \$ 72,406.00.

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

Resolution 64 of 2018

Resolution awarding contract for Buffalo Road Creek Streambank Stabilization Project, Phase II, to J.B.'s Excavation Services, Inc.

Whereas, the Advertisement for Bids for Buffalo Road Creek Streambank Stabilization Project, Phase II, was published on January 18, 2018; and

Whereas, five bids were received by 2 pm, 8 February, 2018, and publicly opened and recorded; and

Whereas, the project engineer, T.G. Miller, has recommended J.B.'s Excavation Services be awarded the contract based on determination that it was a responsible low-bid proposal in the amount of \$179,350.00; and

Whereas, New York State's Department of Homeland Security and Emergency Services (administrator for FEMA) has approved the proposed bid amount based on confirmation of project cost-effectiveness; therefore be it

Resolved, the Caroline Town Board approves awarding the contract for the Buffalo Road Creek Streambank Stabilization Project, Phase II, to J.B.'s Excavation Services, Inc.

Moved by: Mark Witmer

Seconded by: Megan Barber

Adopted: Wimter; Aye: Fracchia; Aye: Barber; Aye: Snow; Aye: Weiser; Abstent

Resolution 65 of 2018

Resolution in support of land acquisition by the NYS Department of Environmental Conservation to establish a corridor between Danby and Shindagan Hollow Road State Forests.

Whereas, the Department of Environmental Conservation has proposed to purchase two parcels of land (61.7 acres and 50 acres) from willing sellers (Finger Lakes Trail Conference, LLC, and Finger Lakes Land Trust, Inc., respectively) in order to implement a corridor (Finger Lakes Trail) between Danby and Shindagan Hollow Road State Forests in Caroline, and

Whereas, these properties may be paid for with funds from New York State's Environmental Protection Fund; and

Whereas, whenever said funds are used to acquire land not specifically listed on prior state land acquisition plans, the town must be notified and offered the opportunity to object; and

Whereas, this initiative is consistent with New York State's Open Space Plan; and

Whereas, this project would provide benefits of landscape and wildlife habitat protection; and

Whereas, this project would enhance public access to natural lands for enjoyment; and

Whereas, these lands would have the same taxable status as existing state forest lands; and

Whereas, this project would be consistent with Caroline's Comprehensive Plan in promoting the rural nature of the town; therefore be it

Resolved, the Caroline Town Board supports this initiative by the New York State Department of Environmental Conservation to implement a natural lands corridor between Danby and Shindagan Hollow Road State Forests.

Moved by: Mark Witmer

Seconded by: John Fracchia

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

Discussion: Finger Lakes Trail conference 1000 miles longest trail. The Finger Lakes Trail Conference bought and turned it over to the DEC. The trail is maintained, enhanced and protected by all volunteers. 100 miles of trail between Watkins and Cortland below to this group.

Resolution 66 of 2018

Resolution recommending approval of name change from “Sixmile Creek” to “Six Mile Creek,” recognizing historical and current usage.

Whereas, a petition to the U.S. Board on Geographic Names has been filed requesting that “Sixmile Creek” be changed to “Six Mile Creek”; and

Whereas, the U.S. Board on Geographic Names has provided a **Case Brief** and requested that the Caroline Town Board provide a recommended action (approve, reject, take a specified action, or render a decision without town board input); and

Whereas, throughout the 1800s the stream name was consistently Six Mile Creek, until a USGS map labeled it Sixmile Creek in 1900; and

Whereas, current local usage is Six Mile Creek, confirmed by numerous residents and the Town Historian; therefore be it

Resolved, the Caroline Town Board recommends that the U.S. Board on Geographic Names approve this proposed change.

Moved by: Mark Witmer

Seconded by: Megan Barber

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

Resolution 67 of 2017

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

Resolved, the Caroline Town Board authorizes the Town Supervisor, Mark Witmer to vote in the affirmative for the 14 Proposed Resolutions of the Association of Towns, at the Annual Meeting in February 2018.

Moved by: Mark Witmer

Seconded by: Cal Snow

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

Department, Committee, & Liaison Updates

Town of Caroline Committees

- Building & Grounds: Maintenance of Town Structures - John Fracchia
 - develop plans for maintenance and preventive maintenance
 - develop and implement town barn replacement plan
- Highway Department - Cal Snow
 - work with Highway Superintendent on planning and projects in 284 Agreement (due April)
 - work with Highway Superintendent on Capital Purchase Plan and Road Improvement/Maintenance Plan
 - develop strategies for gathering data and implementing Road Preservation Administration if local law is adopted

- Emergency Services - John Fracchia
 - steward community discussion and collaboration on improving Caroline Emergency Services
 - develop emergency services plan for Town
- Communication, Information, and Technology (CIT) Committee - Irene Weiser
 - website design and management/maintenance
 - Town Board link to Communication Officer/Webmaster

WATER

- Watershed Committee - Mark Witmer
 - identify watershed issues and develop projects for protection of town infrastructure and waterways
- Aquifer Committee - Irene Weiser
 - develop aquifer protection plan

YOUTH

- Joint Youth Commission - Programs and job training for youth. Karyn Scott, John Fracchia
- Tompkins County Recreational Partnership: Ithaca Youth Bureau is the recreational program provider. 2018 Meeting days (5:00 pm at the Ithaca Youth Bureau): 27 Feb, 27 Mar, 24 Apr, 26 Jun, Jul 10, Jul 17, 23 Oct, 18 Dec. Karyn Scott, John Fracchia

ENERGY

- Energy Independent Caroline - Mark Witmer
 - Advise town board on strategies for energy independence from fossil fuels.
- Planning Board - Mark Witmer
- Dog Control Coalition - Mark Witmer
- Safety Committee?

----Adjourn----

A motion made by Mark Witmer, seconded by John Fracchia at 10:11 p.m.

Respectfully Submitted,

Jessica L. Townsend, Deputy Town Clerk