

CAROLINE TOWN BOARD BUSINESS MEETING
Wednesday, February 10, 2021, 7 pm

Because of the COVID-19 Emergency and pursuant to Governor Cuomo's Executive Order suspending the in-person meeting requirement of Open Meetings Law, the February 10, 2021 (7 pm) Caroline Town Board Business Meeting will be held via Zoom teleconference. Members of the public may attend by following the instructions below. Meeting minutes will be posted on the [Town of Caroline website](#). Comments to the Board may be provided at Privilege of the Floor during the Zoom meeting, by email (clerk@townofcaroline.org), or by mail (P.O. Box 136, Slaterville Springs, NY 14881).

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

Direct Link: <https://us02web.zoom.us/j/86148710458>

Without a Zoom account: <https://zoom.us/join>; enter **Meeting ID: 861 4871 0458**

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

Find your local number (if not NY): <https://us04web.zoom.us/u/fmNjGEmu4>

*By phone press *6 to mute/unmute, *9 to raise hand during meeting*

Please note that WiFi at the Town Hall is open (not password protected) and can be accessed from the Town Hall parking lot

MEETING AGENDA

Privilege of the Floor: Opportunity for citizens to bring forward matters of concern

Please be prepared to make one statement not to exceed 3 minutes in length

Library Discussion with Gale Moran

Supervisor's Report

Town Clerk's Report

Highway Superintendent's Report

County Representative's Report

Department, Committee, & Liaison Updates

Discussion and Action Topics

- Resolution to adopt Local Law to Increase Planning Board Membership to Seven Persons¹
- Resolution on Formation of a Town of Caroline Zoning Commission²
- Discussion and Vote on [2021 Association of Towns Legislative Agenda](#)³
- Resolution authorizing Supervisor to sign 2021 Cooperative Purchasing Agreements for Workers' Compensation Insurance with Slaterville and Brooktondale Fire Districts⁴
- Resolution of Completion of 2021 Annual Audit of Caroline Court Office, Supervisor's Office, and Clerk's Office^{5,6,7}
- Resolution Renewing Planning Board Terms of Wilma Lawrence, Barbara Knuth, Michele Brown, and Bill Podulka⁸
- Resolution Renewing Review Board Term of Craig Modisher⁹
- Approval of vouchers for payment of town bills¹⁰
- Resolution to approve [minutes of February 2, 2021](#)¹¹

——Adjourn——

¹Resolution ____ of 2021. Adoption of Local Law to Increase Planning Board Membership to Seven persons.

**TOWN OF CAROLINE
LOCAL LAW NUMBER XX of 2021**

Amendment of Town of Caroline Local Law #1 of 2002 to Increase Membership on the Town's Planning Board to Seven Persons

The Town Board of The Town of Caroline, New York, pursuant to a Resolution dated _____ does hereby pass a local law as follows:

Section 1. Authority

This Local Law is adopted pursuant to the authority granted in the New York State Town Law, Section 271 of Town Law (Planning board, creation, appointment).

Section 2. Title

This Local Law shall be known as “Local Law Number XX of 2021”, titled “Amendment of Town of Caroline Local Law #1 of 2002 to Increase Membership on the Town of Caroline Planning Board to Seven Persons.”

Section 3. Purpose and Scope

The Town wishes to increase total membership on the Town’s Planning Board from five to seven persons to enable additional participation by residents in Planning Board initiatives. **Terms shall be 5 years.** Otherwise, all other provisions of Local Law #1 of 2002 shall remain in effect.

Section 4. This local law shall take effect following its adoption.

²Resolution ____ of 2021. Formation of a Town of Caroline Zoning Commission

Whereas, from public input and the judgement of the Town’s Planning Board based on increasing growth pressures and few development guidance tools to promote the goals of the Town, the Town’s updated Comprehensive Plan recommends consideration of a zoning scheme appropriate for Caroline; and

Whereas, for towns like Caroline considering adopting zoning for the first time, a Zoning Commission must be established, which has the responsibility “*to recommend the boundaries of the original zoning districts and appropriate regulations to be enforced therein, make a preliminary report, hold public hearings and submit a final report to the local governing board...*”; therefore be it

Resolved, upon the recommendations of New York State and a professional planner, and after consultation with the Town’s Planning Board, the Caroline Town Board hereby establishes a Zoning Commission of seven members, which shall include three members of the Town’s Planning Board and additional Caroline residents appointed by the Town Board. A member of the Town Board shall serve as liaison to the Zoning Commission; and

Be it Further Resolved, the Town's Zoning Commission is a separate body with its specific charge and shall be disbanded upon submission of its final report to the Town Board.

³Resolution ____ of 2021. Discussion and Town Board Vote on 2021 Assoc. of Towns Legislative Program Resolutions

Resolved, the Caroline Town Board votes as follows on the 2021 Association of Towns Legislative Program:

1. Preserve and Support Home Rule
2. Share Potential Cannabis Revenue and Support Local Option
3. Support the Expansion of Cellular and Broadband Service while Preserving Local Authority
4. Seek Town Input for Clean and Renewable Energy Decision-making and Initiatives
5. Provide Towns the Authority to Determine Town Real Property Tax Exemptions and PILOT Agreements for County IDA-Sponsored Projects
6. Support and Fund Local Roads, Bridges and Highway Operations
7. Provide Training and Funding for Police Reform Requirements
8. Support Funding for Town Justice Courts by Increasing Reimbursement Rates, Authorizing Surcharges and Addressing Unpaid Parking and Traffic Fines
9. Provide Towns with More Options to Address Revenue Shortfalls and Cover Operating Expenses
10. Support Funding for Towns during COVID-19
11. Collaborate with Towns on Responses to COVID-19 and Vaccine Distribution
12. Create a Statewide Committee to Evaluate the Impacts of Recent Criminal Justice Reforms
13. Amend the Utility Moratorium on Termination of Services to Ameliorate the Financial Burden on Local Governments
14. Proactively Eliminate the "Dark Store Theory" as a Valuation Method to Reduce Real Property Tax Assessments

⁴Resolution ____ of 2021. Authorizing Cooperative Purchasing of Worker's Compensation Insurance with Slaterville and Brooktondale Fire Districts

Whereas, the Town of Caroline is a member of the Comp Alliance (The New York State Municipal Workers' Compensation Alliance), a municipal cooperative that manages Workers' Compensation risks and costs to ensure efficiency and stability; and

Whereas, GML 119-o allows municipal corporations and districts to enter into agreements for cooperative purchasing contracts; therefore be it

Resolved, the Caroline Town Board hereby authorizes the Supervisor to sign the 2021 agreements for collective purchasing of Workers' Compensation Insurance through the Comp Alliance with both the Slaterville Fire District and the Brooktondale Fire District.

⁵Resolution ____ of 2021. Completion of Annual Accounting Audit of Caroline Town Court
Resolved, the Caroline Town Board hereby affirms completion of the 2021 audit of the Caroline Town Court on 19 January 2021. Present were Court Clerk Diane Gair and Justice Gary Reinbolt for the court and Mr. Witmer, Mr. Snow, and Mr. Murray for the town board. The accounts and recording-keeping of the Caroline Town Court were found to be in good order.

⁶Resolution ____ of 2021. Completion of Annual Accounting Audit of Town Supervisor's Office
Resolved, the Caroline Town Board hereby affirms completion of the 2021 audit of the Caroline Town Supervisor on 25 January 2021. Present were Supervisor Witmer and Bookkeeper Velvet Lyke for the Supervisor's Office and Councilmembers Snow and Murray for the town board. The accounts and recording-keeping of the Town Supervisor's Office were found to be in good order.

⁷Resolution ____ of 2021. Completion of Annual Accounting Audit of Town Clerk's Office
Resolved, the Caroline Town Board hereby affirms completion of the 2021 audit of the Caroline Town Court on 25 January 2021. Present was Town Clerk Jessica Townsend for the Clerk's Office and Councilmembers Snow and Murray for the town board. The accounts and recording-keeping of the Town Clerk's Office were found to be in good order.

⁸Resolution ____ of 2021. Renewal of Planning Board Terms
Resolved, the Caroline Town Board hereby renews Planning Board member terms as follows:
Bill Podulka, 2021 through 2015
Wilma Lawrence, 2021 through 2025
Michele Brown, 2021 through 2025
Barbara Knuth, 2021 through 2025

⁹Resolution ____ of 2021. Renewal of Review Board Term
Resolved, the Caroline Town Board hereby renews the Review Board Term of Craig Modisher from 2021 through 2025

¹⁰Resolution ____ of 2021. 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.

¹¹Resolution ____ of 2021. Approval of Minutes
Resolved, the Caroline Town Board approves the minutes of the February 2, 2021 Town Board Agenda Meeting