

Draft
Town of Enfield
Regular Town Board Meeting
Enfield Community Building
Wednesday, May 9, 2018
6:30 p.m.

Present: Town Supervisor Beth McGee, Town Councilperson Mimi Mehaffey, Town Councilperson Becky Sims, Town Clerk Alice Linton. Excused: Town Councilperson Virginia Bryant, Absent: Town Councilperson Mike Carpenter.

Supervisor McGee lead the assemblage in the Pledge of Allegiance to the Flag at 6:40 p.m.

Additions and Removals from the Agenda: There were no changes to the agenda.

Privilege of the Floor: No one wished to speak.

Correspondence: Supervisor McGee received several e-mails and one call regarding unsafe properties. She also received a call regarding a blown tire on a Town road and a call regarding lowering the speed limit on Hines Road.

County Legislator Report: County Legislator Anne Koreman reported she has been meeting with county department heads and touring facilities. The county is looking into the Raise the Age initiative to keep 16 and 17-year olds out of jail. There is no funding in Tompkins County for a new facility for these teens, so the county is looking at having other municipalities house them. The county is also looking for space to build a Detox Center. Ithaca's new bike share program, LimeBikes, has launched. These bikes can be rented on a per-ride basis for \$1 per rider. Users can unlock the bikes using a smartphone app. The Emerald Ash Borer, which attacks Ash trees, has been sited in this area. The airport was awarded 14 million dollars from New York State for expansion.

Highway Superintendent's Report: No report.

Code Enforcement Officer's Report: Alan Teeter, Code Officer, reported 2 building permits were issued in April, bringing the year-to-date total to 7. One was for a new home, and one is for a solar installation. He completed 24 hours of code training in Syracuse and completed an 8-hour clean energy training in Binghamton. He notified the Board he has purchased a new copier/printer and will be disposing of the old printer.

Enfield Volunteer Fire Company: Alan Teeter, 2nd Assistant Chief, reported there were 22 calls in March. Of these there were 11 EMS calls, 4 service calls, 2 MVA and 5 fire calls. Mutual aid was given to Mecklenburg 2 times and to Newfield 2 times. In April there were 28 calls. Of these there were 15 EMS calls, 1 MVA, 8 fire calls and 4 service calls. Mutual aid was given to Newfield 1 time and Trumansburg 2 times. The next officer's meeting will be June 4 and there will be a blood drive on May 15.

Town Clerk's Report: Alice Linton, Town Clerk, reported she attended the annual NYS Town Clerk Conference in Albany. The Town Clerks are supporting legislation to allow local governments the option of on-line public notice instead of newspapers and legislation to prohibit the transfer of unexpended moneys from funds receiving moneys from a dedicated fee into any other fund (anti-sweep funds to general fund). The Association of Towns presented information on Charitable Reserve Funds that may possibly change the game for tax collection, and information on the mandatory Sexual Harassment Prevention training. She attended sessions on Freedom of Information and Open Government with Bob Freeman, records disposition schedules and reporting elected and appointed officials to the NYS and local retirement system.

Supervisor's Report: Supervisor McGee reported she held 2 Cemetery Committee meetings, 2 Finance Committee meetings, 2 Comprehensive Plan Committee meetings; attended the Health Insurance

Consortium Finance meeting, the Assessment Review training held by the Tompkins County Assessment Office, the Health Consortium Retreat held at TC3, a day-long employer training with Town Bookkeeper Debby Kelly regarding the NYS Retirement System and a Newfield Town Board meeting; she prepared a DOT contract for the Highway Department; she reviewed the proposed solar law and prepared documents to compliment the law regarding Host Community Agreements and associated fees; she communicated with the President of the Ithaca School Board regarding using Enfield Elementary School as a polling place; arranged a meeting space for Congressman Tom Reed's Town Hall meeting held May 3; communicated with Town Justice Betty Poole regarding use of Community Service for tasks in the Town that need to be done and with the NYS Code office regarding reimbursement for Uniform Code enforcement costs.

Committee Reports:

Planning Board: Dan Walker, Chairman, reported there were no actions before the Planning Board this month. Code Officer Teeter provided them with information on a two-lot subdivision proposed on Hines Road, but that will not require Planning Board approval. Delaware Solar has requested a subdivision on Podunk Road. This is not required to come before the Planning Board either. Delaware Solar has proposed several minor changes in their plan – they would reduce the number of solar panels and they will be slightly smaller in size than the original proposal. A real estate agent submitted a sketch plan for a 6 lot subdivision on the corner of Hayts and Sheffield Roads.

Renewable Energy Advisory Committee: Councilperson Mehaffey reported a Cornell representative gave a presentation on micro hydro power. The draft solar law has been provided to the Town Board for comments. The committee started looking at the wind law. Committee member Jude Lemke provided a two-hour video on Article 10 so members can become familiar with issues.

Cayuga Lake Watershed: Councilperson Sims reported a summit was held on April 19. Highway Superintendent Rollins and Planning Board Chair Dan Walker were in attendance. There was a nice overview of projects, aimed towards highways and ditching. Farmers using tiles in their fields are impacting ditches. The City of Ithaca is looking at flooding problems that are a watershed issue.

Comprehensive Plan Writing Committee: Supervisor McGee reported the committee met twice. Planner Matt Johnston is meeting with the committee and they are going page by page to hear his thoughts and concerns. He feels the draft is robust and a good plan. The committee will continue to meet on a regular schedule several times a month.

Finance Committee: Supervisor McGee reported the committee met twice. They are looking for one more person to join as a community member. Discussion revolved around a job description and qualifications for an assistant bookkeeper to make sure internal controls are in place. The committee is also looking to be in a position by December to start applying for grants.

Cemetery Committee: Supervisor McGee reported the committee is working to update policies, new rules, sales, and a new position for burial coordinator. She hopes to have the burial coordinator do an inventory of Christian Cemetery to help determine at what point sales of plots will stop. The committee hopes to have a proposal for a new policy by the June meeting. Highway Superintendent Rollins has agreed to take on management of cemetery maintenance for the four town owned cemeteries – Budd, Christian, Presbyterian and Rolfe.

Consent Agenda:

Supervisor McGee moved, with a second by Councilperson Sims to approve the Consent Agenda as follows:

Audit Claims: The Town Board authorizes the Supervisor to pay:
General Fund vouchers #109 to #125 dated May 9, 2018 in the amount of \$10,902.95; and
Highway Fund vouchers #93 to #112 dated May 9, 2018 in the amount of \$26,470.44.

Approval of Minutes of the April 10, 2018 regular meeting.

Resolution #2018-29 Standard Workday Resolution

BE IT RESOLVED, that the Town of Enfield, Location Code 30576, hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day Hrs./day	Name	Current Term	Record of Activities Result	Not Submitted
Elected Officials					
Town Clerk	6	Alice Linton	1-1-18 - 12-31-19	18.8	
Highway Supt.	8	Barry Rollins	1-1-18 - 12-31-19	20	
Town Councilperson		Rebecca Sims	1-1-17 - 12-31-19		X
Appointed Officials					
Justice Clerk	6	Tiffany Poole	1-10-18 - 12-31-18	8.89	
Code Enforcement Officer	6	Alan Teeter	1-10-18 - 12-31-18	19.23	
Bookkeeper	6	Deborah Kelley	1-10-18 - 12-31-18	5.59	

Resolution #2018-30 Appointment to Recreation Partnership

WHEREAS Resolution 2018-21 included an appointment of Councilperson Mike Carpenter to the Recreation Partnership, and;

WHEREAS Councilperson Carpenter is no longer able to serve in that capacity, therefore be it

RESOLVED, that Councilperson Mimi Mehaffey is hereby appointed to represent the Town of Enfield on the Recreation Partnership.

Resolution #2018-31 Move 2017 CHIPS Funds to Equipment Reserve

WHEREAS 2017 CHIPS funding was received after January 1, 2018, and;

WHEREAS all remaining funds from Highway lines were moved into the Equipment Reserve (DA231) per Resolution 2018- 25, therefore be it

RESOLVED, that line DA3501, “State Aid-CHIPS” be decreased by \$10,000.00 and DA231 “Equipment Reserve” be increased by \$10,000.00.

Vote on Consent Agenda: Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Bryant excused, Councilperson Carpenter absent. Carried

Old Business:

Contract with Enfield Volunteer Fire Company (EVFC) Update: Supervisor McGee stated a meeting had been set to finalize the contract, but due to a family emergency, the meeting was postponed and will be rescheduled.

Cemetery Maintenance: Supervisor McGee moved, with a second by Councilperson Sims to adopt Resolution #2018-32.

Resolution #2018-32 Highway Department Assumption of Cemetery Maintenance Duties

WHEREAS the position of Cemetery Grounds Keeper has been vacated, and;

WHEREAS the Highway Superintendent has agreed to assume the cemetery maintenance tasks of the four Town of Enfield Cemeteries; Rolfe, Presbyterian, Christian, and Budd, to include clean-up, mowing, and trimming per established cemetery maintenance schedules, and

WHEREAS the Town Board has agreed to provide funding for these tasks, therefore be it;

RESOLVED, beginning May 9th, 2018, the Enfield Highway Department will assume the duties of maintaining the four Enfield Cemeteries under current established care standards, of which the Highway Superintendent is aware.

Discussion: A trailer will need to be purchased to move cemetery equipment.

Vote: Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Bryant excused, Councilperson Carpenter absent. Carried

Burial Coordinator Position: Supervisor McGee moved, with a second by Councilperson Sims to adopt Resolution #2018-33.

Resolution #2018-33 Creation of a Contract Position for a Burial Coordinator

WHEREAS, the Town of Enfield owns and manages cemeteries where burials occur, and

WHEREAS, there is a need for a burial coordinator to complete the following tasks:

- Take calls from families with burial needs
- Communicate with funeral home personnel
- Coordinate opening and closing of the grave site with an excavating contractor

and,

WHEREAS, the families of the deceased are responsible for the fees associated with this service, therefore be it

RESOLVED, the Town of Enfield hereby establishes the position of Burial Coordinator on a contract basis and authorizes the Supervisor to begin a search to fill this position immediately.

RESOLVED, the Town will receive payment of \$300.00 for services from the family and subsequently pay the Burial Coordinator the contracted fee of \$300.00, and further

RESOLVED, the Town will receive payments as follows for excavation services and subsequently pay the excavator the same contracted fee:

- Full plot opening and closing- Market price based on fee charged by excavator
- Cremation plot opening and closing- \$250.00

Discussion: Supervisor McGee will check with the county and other towns to possibly find someone interested in this position.

Vote: Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Bryant excused, Councilperson Carpenter absent. Carried

Newsletter Changes: Supervisor McGee reported she continues to work with Town Clerk Alice Linton and Deputy Town Clerk Sue Thompson on a transition plan to move away from printed copies of the newsletter.

Clean Energy Community Distinction and Grant: Supervisor McGee announced the Town has been given the designation of being a Clean Energy Community and is now eligible to apply for a \$50,000 grant, as four high-impact actions pertaining to energy use concerns required by NYSERDA have been completed. The Town has 90 days to put a proposal in place. Two suggested grant proposals are to look at the highway building envelope or install solar for municipality use. She would like to schedule a meeting to specifically discuss these options. A special meeting was scheduled for Thursday, May 31 at 6:30 p.m. to discuss both the grant options and to discuss the proposed solar law.

New Business:

Moratorium Extension: Supervisor McGee moved, with a second by Councilperson Mehaffey, to schedule a public hearing on the proposed Local Law Extending Moratorium Upon Certain Applications and Proceedings Related to Commercial Solar and Wind Facilities for June 13, 2018 at 6:30 p.m.

Vote: Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye, Councilperson Bryant excused, Councilperson Carpenter absent. Carried

Disability Premium Deductions: This item was taken off the agenda as Highway Superintendent Rollins was not present.

Delaware River Solar Building Permit Renewal: Supervisor McGee stated the Planning Board approved the project in March of 2017 and a building permit was issued on May 31, 2017. Code Officer Teeter stated he has received a check for renewal of the building permit, which is half the cost of the original fee. He has not yet renewed the permit as it was unclear if the moratorium on commercial solar facilities would have an impact on this. Supervisor McGee mentioned there was a sub-division request by the land owner to keep the solar parcel separate from the farm land. Planning Board Chair Dan Walker stated the single sub-division would not need to be approved by the Planning Board.

George Reed of Delaware River Solar was present and stated neighboring land had been purchased to protect the habitat of an endangered owl species. He stated he feels the law is clear and sees no rational reason why the permit process should be delayed.

Supervisor McGee stated there is a proposed change in setback from 100' to 50' due to the sub-division, but that is still within the site-plan. The footprint has been reduced by removing the whole back section to avoid cutting trees. The Town Board only needs to decide if the project is waived under the moratorium so Code Officer Teeter can issue the permit. Planning Board Chair Dan Walker stated the Planning Board has looked at the changes and determined there are no changes substantial enough to require further review. Delaware River Solar is staying within the original foot print.

Councilperson Sims feels the proposed changes are not substantial. Councilperson Mehaffey would like another conversation with Town Attorney Guy Krogh before making a decision. Councilperson Sims asked if a decision were to be made at the May 31st meeting if that would be time enough for the permit to be issued. Code Officer Teeter said that would be sufficient time. Supervisor McGee encouraged the Board to put together a list of questions that could be answered before the special meeting.

Proposed Solar Law: Supervisor McGee suggested waiting until the special meeting to be held May 31 for discussion. This would give time for Town Board members to e-mail comments and questions. Councilperson Sims stated she was impressed overall with the draft solar law.

Privilege of the Floor: No one wished to speak.

Announcements: The Assessment Review Board will meet at the Enfield Town Hall from 3-6 p.m. on Wednesday, May 16. There will be a free rabies clinic at the town barns from 7-9 p.m. on May 10, 2018.

Adjournment: Supervisor McGee adjourned the meeting at 9:07 p.m.

Respectfully submitted,

Alice M. Linton, RMC
Enfield Town Clerk