

**Danby Town Board
Minutes of Regular Meeting
June 16, 2014
DRAFT**

Present:

Supervisor: Ric Dietrich
Councilpersons: Rebecca Brenner, Leslie Connors, Jim Holahan, Jack Miller

Others Present:

Town Clerk Pamela Goddard
Code Officer Sue Beeners
Bookkeeper Laura Shawley
Public Ted Crane, Deanne DeMark, Erick Palmer, Eva and William Siegard,
Mellora and Doug Pauke, Walt and Marie Drake, Karlita Bleam, Shelley
Lester.

The Danby Town Board Meeting was opened at 7:00pm

Privilege of the Floor

Ted Crane made an announcement about DCC “grill nights” Sunday evenings, June 22 and 29 starting at 4:30pm at the Jennings Pond Park, sponsored by the Danby Community Council.

Youth Programming Report and Request

Karlita Bleam, Youth Program Manager, presented a report about the Danby Rural Youth Services programming in 2014. Bleam has been the Youth Program Manager since January 2014, managing programs for youth between the ages of 8-14 years. She reported on attendance, activities, and outcomes of programs, primarily held in the Danby Town Hall, between January and June. Some of these programs have also used the Danby Community Park and Jennings Pond Park. Several programs are held in collaboration with other rural municipal programs.

Bleam reported that most of the programs are inspired by youth. As an example, she gave an overview of a “Girl’s Gathering” program, held in collaboration with Enfield, in April. This was highly successful program. Bleam has scheduled a second program of this type for August 7. Request for an overnight experience in the Danby Town Hall. Two program managers, both certified in Red Cross First Aid, would over see this program. There is insurance coverage through the Rural Youth Program and there will parental waivers for this event. Bleam is considering two possible locations for this sleepover event: 4-H Acres or, if approved by the Town Board, Danby Town Hall. Bleam stated that she is in conversation with library volunteers regarding ways to block off and protect the Danby Reading Room during the overnight sleep-over and during summer programs in general.

There was a discussion between Bleam and the Board regarding pros and cons of a girls night sleepover, with particular focus on concerns related to an overnight program with youth in a public building when the next day is a business day. There is a regularly scheduled Community Council meeting on August 7. Bleam expects that there will be between 10-15 girls, no more than 20, between the ages of 8 and 14. Members of the Board offered other suggestions including further investigation of 4-H Acres, a yurt on private land, or camping in the side yard gazebo of the Town Hall. The option to sleep outside near the Town Hall was of most interest to Bleam, as she needs access to electricity for showing a film. Bleam would also consider changing the date to a Friday night. There was general agreement that the program may use Town Hall property, sleeping outside in the gazebo or in tents. Bleam will work with Dietrich on a plan for the program.

Expenditure of Highway Funds

Shawley gave a breakdown of the various road improvement projects for 2014. Shawley informed the Board that the improvements on Fisher Settlement Road will complete a multi-year project to improve that road. This will improve general maintenance on Fisher Settlement Road. The Highway Superintendent would like to get started on these projects before the end of the month.

RESOLUTION NO. 65 OF 2014 - AMENDMENT TO AGREEMENT TO SPEND TOWN HIGHWAY FUNDS - 2014

Resolved, that the Town Board of the Town of Danby approves the Highway Department Amendment to Agreement to Spend Town Highway Funds - 2014

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected for the repair and improvements of highways, and received from the state for the repair and improvements of highways, shall be expended as follows:

All of the projects below will be paid for out of the CHIPS funding provided to the Town of Danby from the State of New York.

General Repair

1. A sum not to exceed \$6,000.00 shall be spent to improve East Miller Road from the bottom of the hill to the top of the hill plus an additional 100 feet. The road will be surface treated with oil and stone.
2. A sum not to exceed \$6,000.00 shall be spent to improve Banks Road from the Caroline Town Line to Coddington Road. The road will be surface treated with oil and stone.
3. A sum not to exceed \$5,000.00 shall be spent to improve German Cross Road from the Town of Dryden Town Line to Coddington Road. The road will be surface treated with oil and stone.
4. A sum not to exceed \$90,000.00 shall be spent to improve Fisher Settlement Road one point one miles beyond the current oil and stone surface. Crushed bank run will be added to the road, filled with number two stone, ground and surface treated with oil and stone.
5. A sum not to exceed \$74,000.00 shall be spent to improve Durfee Hill Road from Steam Mill Road to the seasonal use section. Crushed bank run will be added to the road, filled with number two stone, ground and surface treated with oil and stone.

Moved by Dietrich, Second by Holahan. The motion passed.

In Favor: Brenner, Connors, Holahan, Miller, Dietrich

Mid-Year Budget Adjustment

Shawley explained the need for this minor budget adjustment for the first quarter of the Town fiscal year. The budget adjustment is to cover larger than expected training expenses for new Board members.

RESOLUTION NO. 66 OF 2014 - TRANSFER OF BUDGET AMOUNT TO COVER OVER EXPENDITURE OF AN ACCOUNT IN THE GENERAL FUND

Whereas, the expenditures for account number A1010.400, Town Board Contractual, exceed the budget amount by \$358.65. The budget was exceeded due to training seminars for new board members; **Now, Therefore be it**

Resolved, that the Town Board of the Town of Danby approves a budget modification from the Contingent account, A1990.400 be transferred to account A1010.400 to cover the exceeded amount.

Moved by Dietrich, Second by Holahan. The motion passed.

In Favor: Brenner, Connors, Holahan, Miller, Dietrich

Supervisor's Reports

Shawley presented monthly financial reports of moneys received and distributed for the months of January, February, and March 2014.

RESOLUTION NO. 67 OF 2014 - ACCEPT SUPERVISOR'S REPORTS

Resolved, that the Town Board of the Town of Danby accepts the Town Supervisor's reports for January, February, and March 2014.

Moved by Holahan, Second by Connors. The motion passed.

In Favor: Brenner, Connors, Holahan, Miller

Abstain: Dietrich

Disposal of Surplus and Obsolete Equipment

Goddard presented a draft resolution and a list prepared by Code Officer Matt Cooper and herself. The list includes surplus office furniture, miscellaneous obsolete computer and electronics equipment, the obsolete drapes and valances from the meeting room, scrap lumber and construction supplies.

The recommendation was made that the following means of disposal be used, in descending order of preference: use by other Town offices and agencies (such as highway, fire dept., community church, etc.), donation to Finger Lakes Reuse or a similar agency, donation/sale to residents, recycling, disposal in a landfill.

RESOLUTION NO. 68 OF 2014 - DISPOSAL OF SURPLUS AND OBSOLETE EQUIPMENT

Resolved, that the Town Board of the Town of Danby, authorizes the disposal of surplus materials and obsolete equipment as detailed in a list prepared by the Code Enforcement and Town Clerk's offices.

Moved by Brenner, Second by Connors. The motion passed.

In Favor: Brenner, Connors, Holahan, Miller, Dietrich

Hill Road Renumbering

There was an extensive discussion regarding the need to renumber three households on Hill Road. The change is required by the 911 dispatch, due to address numbers being out of order.

Residents from these households aired their displeasure and concerns. Their concerns included the time, cost, and inconvenience of processing change of address information, particularly when they had not actually moved. The residents wondered why they were being "singled out," as other roads in Danby also have address numbering anomalies. Residents who had been at their current address for over 20 years wondered why this change was taking place now?

Supervisor Dietrich explained that address corrections are made periodically in order to improve emergency access for fire and rescue. The problem on Hill Road has become a priority concern at this time because a new house is being built on that road. Code Officer Beeners explained the usual process of assigning address numbers. This is a responsibility of the Code Office. She apologized for the mistakes which had been made in the past and explained that the Code Office was seeking to correct the problem with the least impact to existing households.

Residents asked urged the Board to correct the Hill Road number anomalies from the start of the road, rather than the middle. Residents in the three households in question would prefer no numbering change at all. If a change is needed, they thought that it should be done once and for all. There was a discussion about what formula to use for assigning address numbers. Members of the Board were in agreement with the residents that the entire road should be reviewed, as well as other roads in Danby with numbering anomalies.

Beeners asked the Board to ratify the renumbering plan devised by the Code Enforcement office. Discussion of this and of correspondence which has already gone out to residents. Copies of this correspondence will be retransmitted to the Town Board.

No decision was made nor action taken at this time. Further review with possible action will be scheduled for the July 14 TB meeting.

Email Research Report

Holahan presented some on going research related to a Danby municipal email system. He reported on a meeting between himself and staff the previous week, during which ideas and concerns were aired regarding the new system. This report included information from the NY State Archives and Records Administration (SARA) regarding the archiving and management of correspondence records including electronic/email correspondence.

Holahan informed the board about the “Digital Towpath” provider option, which could include both an Email system and a template-based Town web site.

A representative from NY SARA will be engaged to provide training for the Boards and staff. Representatives from other Town Boards and departments will be invited to the training. Assuming that this training can be held in July, training will precede any decision on engaging a provider for Email.

Ground Water Protection Projects - Update

Code Officer Beeners provided brief update on meetings and communication with Steve Winkley, a consultant working in Ground Water Protection measures for the Town of Danby. A new draft overlay map was distributed to the Board. Some attention is being given to unconfined aquifer recharge areas and watersheds for those areas. Different areas may have different regulations. Winkley is offering suggestions for such regulations and changes to the draft Aquifer/Ground Water Protection law.

Supervisor Dietrich will further inform residents about this through his July Danby Area News article. Further information should be coming from Winkley in the next month. The study committee will get together to review Winkley’s suggestions and present comments. The entire Board will be added to this information distribution list.

There was a discussion with the Code Officer and Board members regarding the process for adopting the local law and attendant regulations. This would include public information sessions prior to the required public hearing for considering a change in zoning law.

Marsh Road Extension Request - Next Steps

Code Officer Beeners provided a brief update on the progress of drafting conservation easements related to the request to extend the full year maintenance of a section of Marsh Road. Beeners reported that the Town Attorney confirmed that details, including content and discussions leading to an easement, of any conservation easement are confidential, as a pending real estate legal matter, until filed with the County Clerk’s office. Once the easement has been finalized and filed with the County Clerk, it becomes a public document. The Town Board will have access to the easement prior to adopting a local law to accept the easement.

Erick Palmer reported that he has met with representatives of the Conservation Advisory Council to begin a draft easement for his property. He felt that this was a positive meeting. The draft should be ready for CAC review prior to its June 23 meeting.

Short Reports

Goddard asked Board members whether they would like to report on the activities of Boards for which they act as liaison. The Board members who have these responsibilities would like to do this. These reports will be added to future agendas.

Adjourn

The meeting was adjourned at 8:43 pm.

Pamela Goddard, Town Clerk