

**Danby Town Board  
Minutes of Regular Meeting  
September 22, 2014  
Draft**

**Present:**

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

**Others Present:**

Town Clerk Pamela Goddard  
Bookkeeper Laura Shawley  
County Legislator Dan Klein  
Public Ted Crane, Ronda Roaring

**The Danby Town Board Meeting was opened at 7:08pm**

**Adopt New Domain Name**

There was a brief discussion regarding adopting a new domain name for the Town of Danby web site and Email system through Digital Towpath. There was a brief discussion of other possible domain names, including those ending .gov. The domain name “town.danby.ny.us” is the current property of this Town and will remain the property of the Town.

There was a discussion regarding the implications of this change, the process for establishing the new web site, and the possible future inclusion of the Fire District and West Danby Water District in the website pages. Training will be given in how to maintain individual web pages.

**RESOLUTION NO. 99 OF 2014 - ADOPT NEW DOMAIN NAME**

**Resolved**, that the Town Board of the Town of Danby adopts the following domain name for its website and electronic communication: ***townofdanbyny.org***.

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

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

Holahan gave a detailed outline of the steps involved in eventually forwarding the existing web site to the future site. This discussion including plans for web site and email systems training. A basic web site with the domain name “townofdanbyny.org” with basic town information should be in place in a few weeks.

There was a discussion of whom to designate as “administrator” and who to name as different contacts. Laura Shawley will be named in this role, as Assistant to the Supervisor and as Town book-keeper. Other contacts will be Fredric Dietrich, Jim Holahan, and the Town Clerk as contact for Email archiving. It is intended that each department/board will manage its own web page. Information about the new web site and a directory of new Email addresses will be provided to the residents through a vehicle such as the Danby Area News. Holahan suggested having an information session about this change during a regular Town meeting.

There was a preliminary discussion regarding budget implications of the new website and email system. Further discussion will be held during the budget planning process.

**Policy for Managing Electronic Communication/Training**

There was a discussion regarding establishing a town Policy for Managing Electronic Communication. Connors distributed a draft policy, adapted from a draft policy created by the NY State Archives and Records Administration. The Board and staff will review this policy and further discussion will be held in October.

## **DCPA Request Update**

Laura Shawley provided information regarding legal complications related to the Danby Community Park Association request for use of a portion of Highway Department property in order to expand its “Disc Golf” course. The Town Attorney has several concerns related to the use of town-owned land for public recreation. These concerns will require more research before an answer can be given to the DCPA regarding this request. Legal costs for researching these questions and concerns could be very expensive.

The Board had a brief discussion regarding this specific request as well as a more general request for support from the Town. This discussion will continue through the budget planning process.

## **Emergency Management Training**

Dietrich gave a brief update on future Emergency Management training. Several people will be attending some training provided by the County on Sept. 24. Dietrich reminded the Board that there are basic online courses which they should take if they have not already done so. Plans are underway to host a town-wide “table-top” hands-on/interactive training session.

## **Short-reports/Meeting Room Drapes**

Clerk Goddard distributed short reports from the Code Office, Justices, and Clerk’s office. Goddard distributed a piece of correspondence received and addressed to the Town Board.

On behalf of Code Officer Matt Cooper, Clerk Goddard presented a preliminary set of quotes and fabric samples for replacing the meeting room drapes. Both quotes (\$9,783 and \$10,915) include installation. Further discussion on replacing the drapes will be held at meetings in October.

## **Legislative Update**

Legislator Klein gave an update on the West Danby public transportation problem. Tioga Transit is going out of business as of December 1, 2014. Expanding TCAT operations into West Danby is not an option at this time. This will leave West Danby without access to public transportation. Klein is researching the requirements of establishing a van-pool system to meet West Danby’s public transportation needs. This would involve a budget request to both the County and Town of Danby budgets. Klein asked the Board to consider this during its October budget consideration meetings.

Klein provided information regarding updates to boundaries in Unique Natural Areas across the county and particularly in Danby. These boundary changes are being made by the county Environmental Management Council. The last update to UNA boundaries was twelve years ago. The new boundaries make use of new data including views from aerial photography. Farm land is being removed from several UNAs. Several UNAs in Danby will be expanded. Klein invited interested Board members to attend the next EMC meeting on October 9.

## **Adjourn**

The meeting was adjourned at 9:00 pm.

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Pamela Goddard, Town Clerk