

**Danby Town Board
Minutes of Regular Meeting
March 12, 2018**

Present:

Councilpersons: Leslie Connors, Ric Dietrich (Supervisor), Jim Holahan, Jack Miller, Matt Ulinski

Others Present:

Town Clerk	Pamela Goddard
Planning	CJ Randall
Bookkeeper	Laura Shawley
Legislator	Dan Klein
Public	Ted Crane, Ronda Roaring, Pat Woodworth, Charles Tilton, Katharine Hunter, Scott Davis, Garry Huddle, Toby Dean.

Regular Meeting Opened at 7:07pm

Privilege of the Floor

Charlie Tilton had questions in two areas: regarding the stop sign at the one-lane bridge on Gunderman Road near the fire hall, and the status of the Verizon cell tower on the American Legion property. He was informed that the current Gunderman Road bridge is compromised, needs substantial repairs, and is only safe as a one-lane passage way at this time. The bridge is undergoing engineering review. The Verizon tower has received special permit approval. Construction and installation may be waiting for better weather to begin.

Ted Crane spoke on three different items: He reported that there was a capacity audience the past weekend for a Community Council sponsored concert of Irish music with the Grady Girls. Crane voiced his opposition to use of the Town Hall for a presentation by a commercial enterprise. He stated that the Community Council would be happy to host a non-partisan presentation of energy saving options. Crane advocated for an electric vehicle charging station to be installed at the Danby Town Hall, based on one that has been installed in the Town of Ulysses. There was a short discussion regarding a proposal to install a charging station in the Community Park in the area of a planned bus stop and “park and ride.”

Katharine Hunter provided a positive report regarding the new Youth Activities staff. There is a full schedule of activities and program attendance is up. She is collaborating with Newfield, to better serve Danby youth in that region.

Interview - Board of Zoning Appeals applicant

The Board interviewed Betsy Lamb, an applicant to fill a partial term on the Board of Zoning Appeals, to fill the vacancy created by the resignation of David Hall. Lamb was asked the same series of questions as had been presented to other applicants for volunteer boards. Lamb was previously a library volunteer and currently works for NYS in Integrated Pest Management with commercial growers. She has looked over the Danby Zoning, Comprehensive Plan, and forms for a variance request.

Warrants

ABSTRACT #3 OF 2018:

GENERAL FUND

#81-127 for a total of \$29,002.46

Moved by Holahan, Second by Miller. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

HIGHWAY FUND

#32-59 for a total \$70,088.71

Moved by Ulinski, Second by Holahan. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

WEST DANBY WATER DISTRICT FUND

#3-5 for a total \$512.49

Moved by Ulinski, Second by Holahan. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

Approve Minutes

There was no discussion regarding the minutes.

MOTION - APPROVE MINUTES

Moved, That the Town Board of the Town of Danby approves the minutes of February 12 and 19, 2018.

Moved by Connors, Second by Ulinski. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

Appointments - Local Advisory Board of Assessment Review

Clerk Goddard reported that Tom Seaney and Gould Colman are both willing and able to be reappointed on this board for 2018. There were no other applicants for these positions.

RESOLUTION NO. 29 OF 2018 - APPOINTMENT OF LOCAL ADVISORY BOARD OF ASSESSMENT REVIEW

Resolved, That the Town Board of the Town of Danby appoints Tom Seaney and Gould Colman to the Local Advisory Board of Assessment Review for 2018.

Moved by Dietrich, Second by Holahan. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

Set Date - Local Advisory Board of Assessment Review

There was a brief discussion of dates for the Danby Local Board of Assessment Review. The dates available through the Assessment Office are Wednesdays, May 9 or 16, 2018 3:00-6:00pm. Neither Seaney or Colman have any preference of dates. Klein stated that May 16 was better for him.

Ulinski asked for clarification as to the roles and duties of Danby representatives to the LBAR and the process for local assessment review. Information was provided by Supervisor Dietrich, Legislator Klein, and Ted Crane. This is a once a year opportunity for residents to have their property assessment reviewed.

RESOLUTION NO. 30 OF 2018 - SET DATE FOR LOCAL ADVISORY BOARD OF ASSESSMENT REVIEW

Resolved, That the Town Board of the Town of Danby sets the date of May 16, 2018 for the next Local Board of Assessment Review.

Moved by Connors, Second by Holahan. The motion passed.
In Favor: Connors, Holahan, Miller, Ulinski, Dietrich

Appointments - Board of Zoning Appeals Vacancy

There was no further discussion of the BZA vacancy appointment.

RESOLUTION NO. 31 OF 2018 - APPOINTMENT OF BOARD OF ZONING APPEALS, PARTIAL TERM

Resolved, That the Town Board of the Town of Danby appoints Elizabeth Lamb to fill a partial term on the Board of Zoning Appeals, through December 31, 2020.

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

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

Adopt Fair Housing Plan

Planner Randall submitted a draft Fair Housing Plan. This is required to be in compliance with grant audit reporting as recipients of Federal Community Development Block Grant funds through the U.S. Department of Housing and Urban Development and the NYS Division of Human Rights. The Danby Fair Housing Plan, as presented, is streamlined and obligates the Town to basic requirements. This must be in place to finalize compliance for the previous WDWD tank replacement grant and for any future grant proposals. The CDBG would like to see this as soon as possible.

There was Q&A and discussion of the plan and any future revisions. Connors question: how does this relate to the need to assess and investigate housing problems in Danby? This plan can be updated, revised, and amended in the future. The current plan is intended as a first step. Dietrich informed the Board that a preliminary housing assessment in Danby will be underway, as a separate item, this summer. Ulinski question: what if the plan is not approved by the CDBG agency. Randall informed the Board that this has already been reviewed and accepted by the CDBG division of HUD.

The Board further reviewed the two page Fair Housing Plan and agreed to take action at this meeting.

RESOLUTION NO. 32 OF 2018 - ADOPT FAIR HOUSING PLAN

Whereas, the Town of Danby is committed to the provision of equal access and equal housing opportunities for all its residents; and

Whereas, discrimination in the sale, rental or financing of dwellings on the basis of race, color, religion, sex, national origin, handicap, or familial status is prohibited by the Federal Fair Housing Law of Title VIII of the 1968 Civil Rights Act and the Fair Housing Amendment Act of 1988; and

Whereas, the Town of Danby wishes to further Fair Housing in the Town; and

Whereas, the Town of Danby has been operating pursuant to a Fair Housing Plan, which is attached hereto; **Now Therefore, be it**

Resolved, that the Town of Danby does hereby adopt the attached Fair Housing Plan by resolution; and be it

Further Resolved, the Town of Danby does hereby designate Town Planner C.J. Randall to act as Fair Housing Officer for the Town of Danby to carry out the activities of the attached Plan and deal with complaints related to the issue of Fair Housing in the Town of Danby.

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

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

Legislator's Report

Dan Klein reported on a few items. The new assessment rolls are out for the County. Klein stated that six percent of assessments, countywide, have been lowered from the previous year. The County Legislature passed a resolution to urge Spectrum Cable to restore WSKG to its service in Tompkins County. The Town of Caroline is considering a similar resolution. The County Legislature is also considering a ban on single use plastic bags. Klein stated that he expects the Legislature to ask New York State to pass a state-wide ban. Members of the County Legislature are working internally to try to restore arts funding that was cut several years ago. Klein may return to ask for support for this initiative.

Broadband Buildout update

Supervisor Dietrich gave a brief update on a renewed round of funding in NYS for broadband infrastructure buildouts. There was nothing new of substance to report.

Use of Town Hall for Presentations

There was a discussion of the process for presenting information regarding potential energy cost savings from solar installations. Supervisor Dietrich informed the Board that a private company from Massachusetts, developing a community solar project in Newfield, had requested the use of the Town Hall for a presentation regarding its product. The question was whether to provide Danby Town Hall as a location for a single commercial installer? Clerk Goddard expressed concern about providing the Town Hall for a commercial presentation by a single company and the precedent this might set. There are other methods for sharing information with Danby residents.

An alternate proposal was to have a presentation through Cooperative Extension that would present all of the various options. Several members of the Board expressed a preference for a presentation that would highlight several options rather than the product of a single company.

Budget Considerations regarding Staffing Needs

Supervisor Dietrich gave a brief update on the need for staff additions to meet increasing work load needs. A part-time person will be added to bookkeeping, as an assistant to Laura Shawley. This person will be taking on some of the duties currently handled by Deputy Clerk McLellan. In Planning, additional staff is needed to administer and manage grant reporting. McLellan has also been doing some of this, but the need has increased with additional grant awards. These needs will result in changes to the 2018 budget, beginning with shifting funds between account lines. More details will be presented at the next TB meeting.

Planning Report

A Planning report was made by CJ Randall. She reported that she will be attending several conferences and training sessions in the next month.

Planning Board/BZA secretary is resigning due to other work commitments and family responsibilities. The position has been posted at the Civil Service site and several applications have been submitted. The vacancy will also be published in the Danby Area News and on the Danby web site.

Randall provided additional information about the condition of the Gunderman Road bridge. A full structural engineering report should be complete by the end of March. Randall presented related information about Bridge NY applications for DoT repairs of other bridges and culverts in the Town of Danby. A large project, with County Highway, is being planned for West Jersey Hill Road. Other priority locations for repair and improvement include Durfee Hill Road, Michigan Hollow Road, Brown Road near Station Road, Brown Road near Coltsfoot Lane. Applications are due in April. The Town is proceeding with assistance from TG Miller engineering.

Randall distributed information to the TB, related to a Danby Community Park park & ride proposal. The Danby Highway Department has been working with TCAT and the DCPA to develop this proposal. The parking areas will be designed to blend into the existing park landscape. This information will also be distributed to the Planning Board. Randall reported that grant money may be available for installing electric vehicle charging stations at this location.

Randall gave an update on planning for a Cayuga Lake Watershed summit. This is to be held in Seneca Falls this spring on April 19. Randall will give a presentation on the projects underway in Danby.

A street light LED meeting was attended by Code Officer Hansen. The project to replace existing street lights with LED lights is in the works, but will not be implemented in the 2018 calendar year. Hansen will provide more information at the next TB meeting.

Short Reports - Justices, Water District, Town Clerk

Clerk Goddard provided information from the West Danby Water Commissioners meeting of March 7, 2018. The meeting minutes state, "We were unanimous in our desire to recommend to the Town Board that Carl's request to be reappointed for another five year term as Commissioner be accepted. Carl has been integral to the operation of the water district for a long time. He actively participates in water district issues and maintenance and we are fortunate to have him." The TB will act on this recommendation during its next meeting.

Clerk Goddard reminded the Board that Robert Freeman (NYS Committee on Open Government) will present training on Executive Session for the collective Boards on Thursday April 5, 6:30pm.

The February Town Clerk's Report; \$520.40 was received in the month of January for one planning fee, 25 dog licenses, and one building permit. \$495.40 was disbursed to the Town Supervisor and \$25 to the NYS Animal Population Control Program.

Goddard reported that staff changes are coming in the Clerk's office. Deputy Sue McLellan is in the process of moving to Bath, NY. The position will be advertised in the Danby Area News and other venues. The duties of the new Deputy Clerk will be tailored to adjust to the staff changes/additions in bookkeeping and planning.

Copies of the Justices' monthly reports were circulated to the TB. Justice Huddle gave a short report on the jury trial held in Town Hall the past month.

Adjournment

The meeting adjourned at 9:00 pm.

Pamela Goddard, Town Clerk