

***Consent Agenda:**

- Audit Claims
- Approval of Minutes of November 2018 Regular Town Board meeting
- Budget Amendment #2018- _____ Encumber remaining funds for Comp Plan Review Planner
- Budget Amendment #2018- _____ Encumber Funds for outstanding bills for 2018
- Budget Amendment #2018- _____ Move Funds for Historian Expenditures
- Budget Amendment #2018- _____ Move Funds for General Fund Health Insurance Expenditures
- Budget Amendment #2018- _____ Encumber Funds for Outstanding Improvements for Enfield Facilities
- Budget Amendment #2018- _____ Encumber Funds for Outstanding Sign Purchases for Enfield Signage
- Budget Amendment #2018- _____ Move Funds for Highway Fund Health Insurance Expenditures
- Budget Amendment #2018- _____ Move Funds for Highway Payroll
- Budget Amendment #2018- _____ Move Funds for Highway Repairs
- Resolution #2018- _____ Assigning Planning Secretary Duties to Town Clerk's Office
- Resolution #2018- _____ Authorizing Supervisor to sign Insurance Renewal with Sprague Insurance
- Resolution #2018- _____ Appointment of Delegates to NYS Association of Towns Annual Meeting
- Resolution #2018- _____ Authorizing Supervisor to sign contract extension with Planner, Matthew Johnson

Budget Amendment #2018- _____ Encumber Funds for Comprehensive Planner Contract Extension

WHEREAS, the Town of Enfield contracted services with Planner, Matthew Johnston, for Comprehensive Plan Review, and;

WHEREAS, funds budgeted for this contract remain and the contract will continue into 2019, therefore be it

RESOLVED, that the Town of Enfield encumber remaining funds from the 2018 budget in the amount of \$3000.00 from line A8020.1, "Planner- Personnel Services", for the continued contract payment of Planner, Matthew Johnston, for Comprehensive Plan review through June 2019.

Budget Amendment #2018- _____ Encumber Funds for Outstanding Bills for 2018

Be it **RESOLVED**, that the Town of Enfield encumber funds necessary for the payment of outstanding financial obligations of 2018, heretofore approved, and appropriations be adjusted to cover those expenditures until paid in full.

Budget Amendment #2018- _____ Move Funds for Historian Expenditures

WHEREAS contractual expenses have exceeded the amount budgeted, therefore be it

RESOLVED, that the Town Board authorizes the Supervisor to decrease line A7510.2, "Historian-Equipment" by \$50.01 and increase line A7510.4, "Historian-Contractual" by \$50.01.

Budget Amendment #2018- _____ Move Funds for General Fund Health Insurance Expenditures

WHEREAS, expenditures for General Fund- Employee Benefits- Health Insurance have exceeded the budgeted amount, therefore be it

RESOLVED, the Town Board authorizes the Supervisor to decrease General Fund Employee Benefit lines A9050.8, "Unemployment" by \$1200.00, and A9040.8, "Worker's Comp" by \$561.44, and increase Employee Benefits line A9060.81, "Medical Insurance" by \$1761.44.

Budget Amendment #2018- _____ Move Funds for Employee Property Insurance Reimbursement

WHEREAS, expenditures for insurance reimbursement has exceeded the amount budgeted, therefore be it **RESOLVED**, the Town Board authorizes the Town Supervisor to decrease line A1990.4, "General Fund-Special Items-Contingent" by \$12.63, and increase line A1910.4, "Special Items-Unallocated Insurance" by \$12.63.

Budget Amendment #2018- _____ Encumber Funds for Outstanding Improvement Projects for Enfield Facilities

Be it **RESOLVED**, that the Town of Enfield encumber remaining funds in the amount of \$12,000.00 from line A1620.4, "Building-Contractual", for the following expenditures related to Enfield facilities improvements:

- Community Building bathroom installation
- Community Building furniture purchase
- Town Hall heating appliances

Budget Amendment #2018- _____ Encumber Funds for Outstanding Sign Purchases for Enfield Signage Improvements

Be it **RESOLVED**, that the Town of Enfield encumber remaining funds in the amount of \$1500.00 from line A3310.4, "Traffic Control-Contractual", for expenditures related to Enfield signage improvements.

Budget Amendment #2018- _____ Move Funds for Highway Insurance Expenditures

WHEREAS, expenditures for Highway Employee and Retiree health insurance benefits have exceeded the amount budgeted for 2018, therefore be it

RESOLVED, the Town Board authorizes the Town Supervisor to decrease Highway- Employee Benefit lines DA9010.8, "State Retirement" by \$917.10, DA9040.8, "Worker's Comp" by \$2311.63, DA9050.8, "Unemployment INS" by \$1212.20, DA9055.8, "Disability", by \$231.80, and DA5110.4, "General Repairs-Contractual", by \$3535.10, and increase line DA9060.81, "Employee Benefits- Medical Insurance" by \$8307.83.

Budget Amendment #2018- _____ Move Funds for Highway Payroll Expenditures (TBD)

Budget Amendment #2018- _____ Move Funds for Highway Equipment Repairs (TBD)

CONSENT RESOLUTIONS

RESOLUTION #2018- _____ Planning Secretary Duties

WHEREAS, the Town of Enfield Planning Board requires a secretary for minute taking, and;

WHEREAS, the Deputy Town Clerk position salary has been increased to include these duties, therefore be it

RESOLVED, the duties of Planning Board Secretary will hereby fall under the purview of, and be delegated by, the Enfield Town Clerk, and further

RESOLOVED, all minutes will be provided for the Public upon adoption by the Planning Board.

RESOLUTION – #2018 - ____ Authorizing the Supervisor to Renew Insurance Policy with Sprague

WHEREAS, the Town of Enfield has participated in insurance coverage with Sprague Insurance, and;

WHEREAS, the Town Board would like to continue receiving services from Sprague through 2019, therefore be it

RESOLVED, the Town Board authorizes the Town Supervisor to renew the insurance policy with Sprague for 2019.

RESOLUTION #2018- ____ Authorizing an Information Notice to be Sent With Tax Bills

WHEREAS, New York State allows for certain notices to be sent to property owners with their tax bills by resolution by the Town Board, and;

WHEREAS, the Town would like to utilize this method of informing residents of permits, fees, budget and contact information, and;

WHEREAS, the Town Board has reviewed the notice and approves of its content, therefore be it

RESOLVED, the Town Board authorizes the Supervisor to prepare a notice with this information to include with the tax bills sent to residents in December of 2018.

Resolution #2018- ____ Appointment of Delegates to NYS Association of Towns Annual Meeting

WHEREAS, the Town of Enfield is a member of the Association of Towns of the State of New York, and;

WHEREAS, the Annual Business Session is being held on February 20, 2018, and;

WHEREAS, Supervisor Beth McGee and Councilperson Mehaffey will attend the Association of Towns Annual Meeting, now be it;

RESOLVED that Supervisor Beth McGee be duly designated as the Town of Enfield delegate and Councilperson Mehaffey as alternate in the absence of Supervisor Beth McGee, to the NYS Association of Towns Annual Meeting on February 20, 2017 and to cast the vote for the Town of Enfield, pursuant to Section 6 of Article III of the Constitution and Bylaws of said Association.

RESOLUTION #2018- ____ Authorizing Supervisor to sign Contract Extension for Planner Matthew Johnston

WHEREAS the Town of Enfield contracted with Matthew Johnston for review services for the Comprehensive Plan, and;

WHEREAS, the Town of Enfield wishes to continue utilizing his services until the Plan is complete, therefore be it

RESOLVED, the Town Board authorizes the Supervisor to sign a contract extending these services through June of 2019.

RESOLUTIONS FOR DISCUSSION

RESOLUTION #2018- ____ Adoption of 2018 Sexual Harassment Policy and Complaint Form

WHEREAS New York State has updated requirements for Sexual Harassment policies and procedures for employers within the State, and;

WHEREAS, the Town of Enfield has explored various policies and determined that a policy based on the New York State model policy is appropriate for our needs, therefore be it

RESOLVED, the Town of Enfield hereby adopts a new Sexual Harassment policy and Complaint Form prepared by Attorney Guy Krogh to replace policy #904- Sexual Harassment, in the Town of Enfield Employee Handbook, effective immediately.

RESOLUTION – #2018 - ____ Authorizing the Supervisor Authority to Proceed as Facility Manager

WHEREAS, the New York Town Law Section 64 directs that the Town Board shall have the management, custody, and control of all town lands, buildings and property of the town and keep them in good repair, therefore be it

RESOLVED, the Town Board appoints Town Supervisor, Beth McGee, the Facility Manager to oversee such management and repair, and further

RESOLVED, the Town Board authorizes the Town Supervisor to make purchases for products and services for such maintenance and repair under \$1000.00 without prior Town Board input, as afforded by the Town of Enfield Procurement Policy, and further

RESOLVED, the Town Board authorizes the Town Supervisor to make decisions regarding building maintenance and repair in the best interest of the town without prior Town Board approval.

RESOLUTION – #2018 - ____ Approval of 2018-2020 Town of Enfield Fire Protection Contract

WHEREAS, pursuant to public hearings duly scheduled and held and approvals of extension agreements duly issued by the Town Board; and

WHEREAS, the Enfield Volunteer Fire Company and the Town have come to final agreement as to the terms of the fire contract, the form of which was presented to this meeting; and

WHEREAS, a public hearing was duly called upon the approval of such contract per the requirements of Town Law, and all persons speaking thereat or desiring to present evidence were duly heard, therefore, be it

RESOLVED, that the 2018-2020 Town of Enfield Fire Protection Contract be and hereby is approved, and the Town Supervisor be and hereby is authorized to sign the same for, by, on behalf of, and in the name of the Town of Enfield.

TOWN OF ENFIELD- Resolution #2018-_____, ADOPTING LOCAL LAW #3-2018- EXTENDING TOWN OF ENFIELD MORATORIUM ON COMMERCIAL WIND AND SOLAR ENERGY FACILITIES

WHEREAS, the Town of Enfield (the “Town”), under the laws of New York State, desires to maintain its long tradition of protecting the health, safety, general welfare, property, and environment within its borders; and

WHEREAS, the Governing Board recognizes that regulations that oversee commercial renewable energy development are either non-existent or insufficient to provide for the promotion and protection of public health, safety, general welfare, property and environment in the Town; and

WHEREAS, the Town has participated in a rigorous exploration of public concerns through open public forums and comment periods addressing renewable energy development and the creation of a Wind Advisory Committee, all of which have resulted in a determined need and now declared desire to review, analyze, and update current regulatory oversight protocols for these activities; and

WHEREAS, New York statutes are not sufficient to protect the health, safety and well-being of Town residents, and over decades, starting with the New York Constitution, and continuing with the Statute of Local Governments and the Municipal Home Rule Law, New York has recognized that New York is a geographically and geologically diverse state, such that local regulation of local environments and land use and development is a hallmark of New York State law; and

WHEREAS, New York State Home Rule law grants the Town broad powers to adopt procedures and local laws to promote and protect the public health, safety, general welfare, property, and environment in the Town in order to protect against adverse risks and impacts of development; and

WHEREAS, moratoria are “Type II Actions” under the State Environmental Quality Review Act (SEQRA) regulations (see, 6NYCRR section 617.5(c)(30)), and it is hereby determined that this proposed action—the adoption of a local law to extend a land use moratorium concerning certain alternative energy facilities—does not require further environmental impact review, a determination of significance, or the preparation of any other SEQRA documents; and

WHEREAS, a proposed final draft of such law was duly presented to the Town Board by Councilperson Carpenter, on November 14, 2018, and a public hearing for the proposed local law duly was held on December 12, 2018, at 6:30 PM, whereat all comments and evidence were duly received and considered, and the proposed local law has not substantially changed such that no additional public hearings are required; and

WHEREAS, the Tompkins County Department of Planning has reviewed the proposed local law pursuant to General Municipal Law (“GML”) § 239-I, et seq., which has determined that it has no negative inter-community, or county-wide impacts and suggests the Town refer to the County’s manual *Tools to Promote and Regulate the*

Development of Renewable Energy Systems as we proceed, and this Resolution shall suffice as a reply to said § 239 recommendations; and

WHEREAS, upon consideration of all of the foregoing, all of which shall be and be deemed a material part of this resolution, and upon due deliberation hereupon, the Town Board of Enfield adopts the following resolutions; so now therefore it be

RESOLVED: that the Town Board of the Town of Enfield hereby enacts, adopts and approves this local law #3 of 2018 in the form as presented to this meeting and further extends the moratorium through August 31, 2019; and further be it

RESOLVED, that the Town Clerk file this Local Law with the Attorney for the Town of Enfield and the New York Department of State.