

Town of Enfield
Regular Town Board Meeting
Enfield Community Building
Wednesday, May 8, 2019
6:30 p.m.

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

Supervisor McGee called the meeting to order at 6:35 p.m. Town Clerk Linton lead the assemblage in the Pledge of Allegiance to the Flag.

Additions and Removals from the Agenda: Supervisor McGee asked if anyone had changes to the agenda. She asked to add a budget amendment for the highway fund.

Privilege of the Floor: Pat Dougherty of Enfield stated when she was on the Enfield Town Board, a letter was sent to Bill and Barbara Parker saying they would be given cemetery plots in the Rolfe Cemetery in consideration of the many years they maintained that cemetery. Mrs. Parker has asked when the ground will be leveled at the site where her husband is buried. Supervisor McGee responded that someone will be hired to maintain cemeteries for this year, and she will communicate this need to that person once they have been hired.

Robert Lynch of Enfield commented on prior discussions the Town Board has had regarding the terms of elected office. Supervisor McGee responded this item is no longer on the agenda and will not be revisited unless a town board member takes on the tasks required to make this happen.

Marcus Gingerich of Enfield mentioned there was discussion at the April meeting of a condemned house in Enfield Center and what should be done in general with such properties. He suggested the Board be careful about the rights of individuals before buildings are condemned. Private individual's rights should not be invaded.

Correspondence: Supervisor McGee announced the Town has received their mortgage tax check, which is less than last year's.

County Legislator Report: Anne Koreman reported there has been discussion of AIM funding and how it may be supported by internet tax. The airport is in stage 2 of renovations which includes geothermal heat and air conditioning. Stage 3 will be construction of a customs office. The county has started their budget process, with a target 2.76% increase.

Supervisor McGee moved, with a second by Councilperson Bryant to adopt Resolution 2019-32.

Discussion: There was discussion regarding the policy as presented. It was suggested to remove the sentence "No flag shall be flown that may affirmatively create any risk of vandalism or harm to public property" and replace it with "Once issued, the permit will stay in place until revoked". It was also suggested to change the wording "It shall be the responsibility of each permit applicant to timely apply in advance..." to "It shall be the responsibility of each permit applicant to apply at least 30 days in advance...".

Supervisor McGee moved, with a second by Councilperson Carpenter to make the suggested amendments to the resolution.

Vote on amendment: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye. Carried.

RESOLUTION #2019-32 Resolution Authorizing and Approving Town of Enfield Flag and Banner Display Policies for Town Hall and Public Lands of the Town of Enfield

WHEREAS, requests have been made of the Town to demonstrate support for certain social or other ideas or causes by and through the display of approved flags, and;

WHEREAS, a policy has been developed to regulate these matters in accordance with the law, and the Town Board has considered the same, and upon due consideration the Town Board of the Town of Enfield hereby

RESOLVES, that the following Flag policy is adopted by and for the Town:

TOWN OF ENFIELD FLAG AND BANNER DISPLAY POLICY

1. This policy (the “Flag Policy”) shall apply to all flags, banners, signs, and plaques (and similar traditional display devices), all individually and together herein referred to as “Flags,” unless otherwise noted by reference or the context hereof.
2. All Flags shall fly in accord with the standards of United States Code, Title 4. All other Flags shall be displayed in accord with applicable law.
3. If placed upon any official Town halyard or flagpole, no more than 2 Flags shall fly below the U.S. flag, and if one of them is the New York State or a recognized local government flag, such shall take the spot on the halyard or flagpole immediately below the U.S. flag (or otherwise in accord with said Article 4 or applicable law).
4. No commercial Flags shall be flown or displayed, and no Flag may be displayed for commercial purposes.
5. Once issued, permits will stay in effect until revoked.
6. Any person or entity wishing to obtain Flag space upon the Town’s halyard, flagpole, or other locational display site approved under this Flag Policy shall apply for a permit allowing the same through the Town Clerk’s Office. Such application shall be approved and the permit issued by the Town Clerk if the applicant completes the permit and demonstrates compliance with this Flag Policy, including that the proposed Flag is on the approved Flag list, corresponds to a recognized monthly observance, and complies with the other requirements of this Flag Policy. The Town shall maintain an updated list of approved Flags and Observances to assist applicants in preparing permit applications.
7. In the event a Flag is the subject of a permit application and not upon the list of approved Flags, the Town Clerk shall forward the application to the Town Board, which shall determine whether such Flag is generally recognized on a national or international level and is or was: (i) created or issued as an officially recognized Flag of the United States; or (ii) created or issued in relation to a national observance month proclaimed by Act of Congress, Presidential Proclamation, or Executive Order. If affirmatively so determined and the Flag and permit application demonstrate compliance with this Flag Policy, the Town Board shall approve the application and the Town Clerk shall issue the permit.

8. Only Flags recognized by the United States through an Act of Congress, Presidential Proclamation, or Executive Order, or Flags nationally or internationally recognized in relation to a national month of observance by the United States through an Act of Congress, Presidential Proclamation, or Executive Order shall be granted a permit.
9. The Town Clerk shall request such information in the permit application as is deemed necessary to carry into effect this Flag Policy, and this Flag Policy may be updated by Town Board resolution from time-to-time, whether to add federal daily or weekly days of observance, state-recognized observances, to amend procedures, to implement a fee schedule, to repeal this Flag Policy, or otherwise.
10. It shall be the responsibility of each permit applicant to apply at least 30 days in advance of the desired date of display as to allow proper permit review, as well as to supply a Flag that complies with this Flag Policy and U.S.C. Article 4 and federally recognized Flag protocols, rules, and standards.
11. Unless otherwise approved and stated in any permit, no Flag shall fly other than during its period of recognized observance.
12. The locations where Flags may be displayed on Town-owned property include the following locations:
 - a. 168 Enfield Main Rd., Ithaca, NY 14850
13. The Flags initially approved under this Flag Policy include the following:
 - a. The U.S. flag.
 - b. The New York State flag.
 - c. The official flags of the President and Vice President of the U.S.
 - d. The official flags of all branches of the U.S. military and armed forces.
 - e. The Pride (Rainbow) flag.
 - f. The POW-MIA flag.
14. This Flag Policy shall at all times be construed in accord with applicable law. If for any reason at any time any provision herein shall be deemed illegal, unconstitutional, discriminatory against any person, group, or viewpoint, or invalid, this Flag Policy shall be suspended and no permits shall be issued or approved until this Flag Policy is brought back into compliance with applicable law or constitutional requirements, including but not limited to the holdings or determinations of any court or tribunal of competent jurisdiction.

Vote on resolution: Councilperson Bryant aye, Councilperson Carpenter aye, Councilperson Mehaffey aye, Councilperson Sims aye, Supervisor McGee aye. Carried.

Highway Superintendent Report: No report.

Planning Board: Dan Walker, chair, reported the Board met last week and approved Pat Head's two proposed site plans. One was for the corner of Enfield Center Road and VanDorn Road and the other for Mecklenburg Road. Both would have 4 apartments of 2 bedrooms each. He stated the Board waived the requirement for the plans to have the name of the applicant on them. Pat Head will have to submit actual plans before obtaining a building permit. Next month there will be a public hearing on a 4-unit development on Mecklenburg Road proposed by Rich Teeter. Both he and Joe Dawson will need to recuse themselves for a vote by the Planning Board due to their personal interest in the project.

Supervisor McGee asked how the sub-division regulations were coming along. Dan Walker responded that item has not been on the agenda for several months, but he will be sure it gets added.

Code Enforcement Officer's Report: Alan Teeter, Code Officer, reported in April there were 9 building permits issued. He will require actual plans from Pat Head before issuing a building permit, to ensure that everything will be up to the new building codes. He provided the Town Board with a list of properties that have been vacant for one year or more and his procedures for addressing violations/complaints. The Town Board asked him to also provide time lines for addressing violations/complaints.

Supervisor McGee stated a resident contacted Town Board members about a rat problem at an Enfield residence. Alan stated there has been no order to condemn the house, a new roof was recently put on the house, and the resident had been working to clean the house. He doesn't have a lot of authority in a situation such as this.

Supervisor McGee moved, with a second by Councilperson Mehaffey to direct Code Enforcement Officer Teeter to begin the process of issuing an Order to Remedy for the property at 198 Enfield Main Road.

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

Code Enforcement Officer Teeter will contact Town Attorney Guy Krogh for advice on the 198 Enfield Main Road property.

Supervisor McGee asked who letters were being sent to regarding cleaning up property on Halseyville Road. Code Officer Teeter stated he would begin sending letters to both the owner of the property and the resident who lives at the property. He reported steady progress has been made in cleaning up the property.

Enfield Volunteer Fire Company (EVFC): Alan Teeter, 2nd Assistant Chief, reported there were 28 total calls for April which included 17 EMS, 1 MVA, 4 service, and 6 fires (1 Enfield, 4 mutual aid to Trumansburg and 1 mutual aid to Newfield). The next officer's meeting is scheduled for June 4 and there will be a blood drive on May 21.

Town Clerk's Report: Alice Linton, Town Clerk, reported Town of Enfield election results from the 1920s to the 1970s have been scanned and will soon be on the Laserfiche public site so residents can view them. Supervisor McGee, Town Clerk Linton and Deputy Town Clerk Thompson met with a representative of SWIFT 911 to learn how the system works and to begin using it in Enfield.

A question was asked on the 200-year celebration planning for the Town of Enfield. Councilperson Bryant agreed to contact the Enfield Community Council to see if they would help with planning an event.

Supervisor's Report: Supervisor McGee reported she:

- Met with Highway Super regarding cemetery concerns- inspected burial site
- Trained with Alice and Sue to set up Swift911 system for Enfield
- Worked with Pat Baker on cleaning for Community Building/ Resolved vacuum issues
- Met with Grange regarding building and sustainability opportunities
- Attended Seniors luncheon with Councilperson Mehaffey
- Researched Town of Hector unsafe structure removal

- Held a Finance meeting
- Cleaned in the Community Building
- Attended a County small scale development presentation
- Attended Clandestine Meth Lab training at EVFC
- Salt Barn work plan and budget preparation
- Prepared Town Hall planters for Spring
- Attended FEMA workshop on emergency preparedness for people with disabilities
- Attended TCCOG
- Communicated with NYSERDA regarding legalities of Best Value and public notices regarding CEC grant
- Solicited estimates for cemetery clean up and first mow/prepared RFP for continued care
- Worked with Clerk and Deputy on cemetery recommendations
- Held Comp Plan meeting
- Communicated insurance concerns to Enfield Food Pantry
- Aside from the items above, the Town Supervisor completes the following tasks throughout each month: review all bills and prepare vouchers for board review and payment, correspondence, payroll and abstract review, budget monitoring and modifications, deposits and transfers, documentation for all meetings, resolves legal issues, trainings, attendance at County level meetings, communication with employees and department heads regarding daily town operation and budget concerns, building maintenance and upgrades, purchases, resident complaints and concerns, employment and benefits administration, all actions dictated by the Town Board for the Supervisor, all other tasks that arise daily.

Facilities Report: Supervisor McGee reported she received an estimate from AlarmTech for security cameras. She will forward the information to Town Board members for their review. She asked if the Town Board would like a quarterly report from a Food Pantry representative so the Board can be aware of concerns and kept up-to-date.

Supervisor McGee moved, with a second by Councilperson Bryant to ask the Food Pantry to have a representative give a quarterly report to the Town Board, starting in June, 2019.

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

Committee Reports:

Recreation Partnership: Councilperson Mehaffey reported at the last meeting an overview of budget options was presented as follows: funding stays the same with less programming, programs stay the same with more funding, or programs increase with more funding. If programming stayed the same, the Town of Enfield's share would likely increase by 2%, or \$50-\$100.

Comprehensive Plan Committee: The estimate for formatting came in over the amount anticipated. The Committee is looking for other ways to format the Plan.

Renewable Energy Advisory Committee: Councilperson Mehaffey reported at the last meeting the Committee worked on the wind law and sent a draft to Town Board members. The wind law is more complicated than the solar law. The committee would like to have a map that shows steps in the process and who is responsible for what. The Town Board would likely be the lead agency. The Committee questioned if a lawyer more versed in renewable energy law would help with clarification on the law. A special Town Board meeting was scheduled for Wednesday, May 29 at 6:00 p.m. at the Community Building to discuss the solar and wind draft laws.

Finance Committee: A meeting is scheduled for May 13 to begin developing a fund balance policy.

Tompkins County Council of Governments: Supervisor McGee stated a resolution was passed allowing volunteer firefighters to participate in trainings offered to municipal employees by TC3. There was a presentation about tourism in Tompkins County and discussion of a bed tax of 2% to go to municipalities.

Consent Agenda: Councilperson Sims asked to have the Standard Work Day and Reporting Resolution pulled from the agenda and added to the May 29th special meeting agenda.

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

Audit Claims: The Town Board authorizes the Supervisor to pay:
General Fund Vouchers #123 to 144 dated May 8, 2019 in the amount of \$9,984.73 and
Highway Fund Vouchers #79 to 92 dated May 8, 2019 in the amount of \$11,104.08.

Approval of Minutes of April 10, 2019 Regular Meeting

Resolution #2019-33 Authorizing Supervisor to Sign County Youth Services Contract for 2019

WHEREAS the Town of Enfield contracts with Tompkins County Youth Services to participate in programming that enhances the lives of Enfield Youth, therefore be it

RESOLVED, the Enfield Town Board authorizes the Town Supervisor to sign the contract required for the reimbursement of these funds.

Budget Amendment #2019- 5 Authorize Increase of Funds for CHIPS and PAVE-NY Expenditures

WHEREAS approval for PAVE-NY and CHIPS was granted after the Town of Enfield 2019 budget was approved, and;

WHEREAS funds for these expenditures must be spent prior to reimbursement, and;

WHEREAS CHIPS funds were budgeted below the amount awarded for 2019, therefore be it

RESOLVED the Town Board authorizes the Supervisor to decrease line DA909 Fund Balance-Unreserved by \$23,819.19 and increase line DA5112.3 PAVE-NY by \$23,782.55 and increase line DA5112.2 Improvements-CHIPS by \$36.64.

Budget Amendment #2019-6 Move Funds to Correct Error From Street Lighting Voucher

WHEREAS an error in appropriation of an expenditure was made in the April abstract, therefore be it

RESOLVED the Town Board authorizes the Supervisor to decrease line A5182.4 Street Lighting by \$55.83 and increase line A5132.4 Garage Contractual by \$55.83.

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

Old Business:

Cemetery Maintenance/Estimates and Bid Request: Supervisor McGee stated the highway department would not be able to do cemetery maintenance anymore. An initial clean-up and first mow need to be done prior to Memorial Day. She asked for bids for this one-time work and two were received. One was from the Supervisor's step-son, but the bid was sent directly to the Town Board and not seen by her until after the second bid was received.

Councilperson Carpenter moved, with a second by Councilperson Bryant to accept the bid of B&B Lawn Service to do initial work in the four town cemeteries as that was the lowest bid.

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

Supervisor McGee asked how the Town Board would like to proceed to advertise for an RFP for cemetery care for the remainder of the year. It was suggested to advertise on the Town website and by word-of-mouth. Bids would be for one year for maintenance of the four Town cemeteries. Bids should be submitted no later than May 29 to the Town Clerk either by e-mail, mail, or dropped off at Town Hall.

Supervisor McGee moved, with a second by Councilperson Carpenter to approve Resolution #2019-34.

Resolution #2019-34 Bids for Cemetery Work

Whereas, the Town of Enfield is in need of regular maintenance for four Town cemeteries,

Therefore, Be It Resolved, that the Town of Enfield will put out a request for bids as discussed at the May 8, 2019 meeting.

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

Proposed Law to Change Terms of Elected Offices in Enfield: Supervisor McGee stated she did not have time to work on this item. She asked if another Town Board member would be willing to work on this. No one volunteered.

Salt Storage Grant: Supervisor McGee stated she is working on this. She will be meeting with Dan Walker.

Solar Law: A Town Board Special meeting has been scheduled to work on this.

Clean Energy Communities Grant: Supervisor McGee stated Councilperson Carpenter provided Board members with a sample RFP for the solar array that is clearly defined, but has more information than what is relevant for Enfield. It was suggested to take the \$8,000 received from Delaware Solar for their Host Community Agreement and add it to grant funds so a larger system can be installed.

Supervisor McGee suggested taking two proposals and meshing them together to make one. If the Town is limited to a ground mount system, it should be listed as part of the criteria. An engineer would need to determine if the roof of the highway building would be able to hold the solar panels.

Councilperson Mehaffey suggested getting proposals for both ground and roof mounted systems. A determination will need to be made on where a ground mount system could be located.

Proposed Speed Reduction Requests Policy: To be tabled until the June meeting.

Tax Cap Override 2020: This item was tabled until the June meeting.

Privilege of the Floor: No one wished to speak.

Announcements: A rabies clinic, sponsored by the Tompkins County Health Department, will be held May 9 at the highway facility from 7-9 p.m.

Adjournment: Supervisor McGee moved to adjourn the meeting at 9:55 p.m., with a second by Councilperson Carpenter.

Respectfully submitted,

Alice M. Linton, RMC
Enfield Town Clerk