

Town of Enfield  
Regular Town Board Meeting  
Enfield Community Building  
Wednesday, October 9, 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 Highway Superintendent Buddy Rollins, Town Clerk Alice Linton.

Supervisor McGee called the meeting to order at 6:37 p.m. Town Clerk Linton lead the assemblage in the Pledge of Allegiance to the Flag.

**Changes to the agenda:** Supervisor McGee stated Sheriff Derek Osborne and Darren McGee would not be present for discussion of the Sheriff's Satellite Office in Enfield, as she hoped the Town Board would have a public comment period on the issue.

**Privilege of the Floor:** No one wished to speak.

**Correspondence:** Supervisor McGee reported she received information on grant funds for tree planting.

**Monthly Reports**

**Tompkins County Health Consortium:** Ann Rider reported the Consortium passed their 2020 budget. Monthly rates have been given to the Town. She encouraged employees to get a flu shot. She stated that although she has enjoyed the experience, she will not be a representative for the Town of Enfield as of January 1, 2020.

**County Legislator:** Anne Koreman reported the county budget has been the major issue recently. They have a tentative budget that will be voted on Tuesday. The Tompkins County website has the tentative budget listed. A 2.76% increase was their target, but currently they are at a 2.75% increase. They hope to add 2 more deputy sheriff positions. She also mentioned that grants are available to municipalities for up to \$5,000 to be used for parks.

**Highway Superintendent:** Superintendent Buddy Rollins reported their big project has been completed – the Rothermich Road pipe job - with a lot of help from the county. The Town was able to save over \$20,000 by not having to rent equipment. They also received help from Ulysses, Newfield and Tompkins County with trucking. The biggest help were residents who lived around the corner and allowed stock piles of gravel on their property. If the gravel had to be hauled further, the job might not be done. The total for the job was approximately \$100,000. Everything worked out very well.

Councilperson Bryant asked if the local resident could be thanked for their help. Superintendent Rollins thanked Mimi Mehaffey and Jon Yates. A lot of trees, stumps, and stockpiles of up to 80 loads a day were stored on their property. About half of that was reused to be put back in as fill.

Superintendent Rollins further reported that the hydro seeder owned by Tompkins County Soil and Water has been broken, but he may be able to borrow the County's next week to get the seeding done. A guardrail will be put up, which will cost about \$20,000, the week of October 21<sup>st</sup>. Tompkins County engineers had done the specs for this job, and a grant application was submitted 2 years ago for \$300,000. Last year the grant was resubmitted for the estimated job cost of \$600,000. Since the Town didn't win either grant, they did the job on their own, which took about 6 weeks.

Councilperson Mehaffey stated it was an impressive operation. It was a big job, but the highway department kept the road repaired as they went along, so the road is still in good shape.

The highway department is now trying to do catch-up work on shoulders, ditching, replacing cross pipes and then getting ready for winter. All but one truck is back on the road, and parts came in for that today.

Planning Board: Dan Walker reported their last meeting was short, but it was followed by the mandatory Sexual Harassment Prevention training. There are no projects coming before the board at this time, so they will continue going over the Site Plan Review Law.

Code Enforcement Officer: Code Officer Alan Teeter reported he issued 5 permits in September, which brings the total to 55 for the year. One permit was for a new home replacing a single wide. He also issued a permit for a 3-unit apartment on Hayts Road. He issued a demolition permit for 198 Enfield Main Road so the building should come down in the near future. He sent more maps to the county for scanning. He received a phone call from ATC Towers regarding a cell tower permit for Fish Road, although it will probably be another year before a tower is built. He will be signing up for a training in battery storage for solar that will be held in November.

Enfield Volunteer Fire Department: Alan Teeter, 2<sup>nd</sup> Assistant Chief, reported for September there were 42 calls as follows: 25 EMS, 3 MVA, 11 service calls, and 3 fire calls. There was 1 fire call for Enfield, and mutual aid was given to Mecklenburg and Trumansburg for 1 call each. October trainings will include chimney fires, truck checks and water supply. Trick or Treaters will be welcome at the fire station on October 31 and the next officer's meeting will be November 5.

Supervisor McGee has been speaking with Geoff Dunn who is with the Tompkins County Department of Emergency Response, for Tier 3 homeland security training. A training has been approved for November 20 at the Enfield Fire Station for officials to attend – town board, supervisor, highway superintendent, deputy highway superintendent, other municipalities, leadership in the fire company. The Department of Homeland Security will do the training.

Town Clerk: Town Clerk Alice Linton reported for the first 3 quarters of 2019 they have sold 5 marriage licenses, 6 certified copies, \$1,613.00 in hunting and fishing licenses, and 487 dog licenses.

Supervisor Report: Supervisor McGee reported that in addition to her regular duties she:

- Prepared the 2020 Budget, DRAFT Capital Plan and DRAFT Fund Balance Policy
- Met with Jean Owens at the Food Pantry regarding use of the Community meeting space
- Presented a Scam Prevention Workshop for the Enfield Seniors
- Met with Anne Koreman and Dave McKenna regarding Sheriff Satellite use of old Highway
- Attended Tompkins County Public Safety Committee meeting
- Finished cabinet install in the Community Building bathroom with Darren McGee
- Met with the Grange with regard to upgrades and improvements
- Held two Finance Committee meetings
- Communicated with auditors
- Met with Bookkeeper, Debby Kelley, regarding budget, payroll, and changes to accounting
- Facilitated two Town Board meetings
- Facilitated two Sexual Harassment Prevention trainings
- Prepared all Wind Law documentation and SEQRA filings, submitted for County 239 Review

Facilities: No report.

Comprehensive Plan: Supervisor McGee reported she just completed a long edit of the draft design to be sure headings and design were correct.

Tompkins County Council of Governments (TCCOG): Supervisor McGee did not attend the last meeting.

Finance Committee: Supervisor McGee stated the committee has met twice recently to go over the draft Fund Balance Policy, the draft Capital Plan, and budget issues. The highway superintendent had needed a new desk top computer and printer. Supervisor McGee suggested taking it out of the contingent fund this year instead of waiting until next year. Superintendent Rollins also asked for funds to attend trainings, so he will be asking for \$1,500 to be added to his contractual line. Supervisor McGee will go through and make changes for equipment replacement and the equipment reserve schedule before the next meeting. The line for highway superintendent paid leave was removed, since it would be for an elected official.

**Consent Agenda:**

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

Audit Claims: The Town Board authorizes the Supervisor to pay:  
General Fund vouchers #234 to 255 dated October 9, 2019 in the amount of \$15,665.38 and  
Highway Fund vouchers #169 to 196 dated October 9, 2019 in the amount of \$30,482.32.

Approval of Minutes of September 11, 2019 Regular Meeting and September 24, 2019 Special Meeting

Burial Coordinator Contract Renewal with Matt Lincoln

**Budget Amendment #2019-13 Move Funds for Highway Expenditures**

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

RESOLVED, the Town Board authorizes the Town Supervisor to decrease line DA5110.4, General Repair-Contractual by \$10,000.00, and increase line DA5130.45, Machinery, Diesel & Gas, by \$10,000.00.

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

**Old Business:**

Sheriff's Satellite at Enfield Town Hall Site: Supervisor McGee stated she would like to set up a time where the community can comment on this matter. She suggested right after the public hearing on the budget scheduled for November 6. The Board could also take comments before then, and put this on the agenda for the November 13 meeting. She suggested this comment time could be advertised on the Town website and at the Dandy Mini Mart.

Councilperson Sims suggested notifying both the Towns of Ulysses and Newfield as they would be impacted. Supervisor McGee agreed to reach out to the Ithaca Voice and the Ithaca Times and notify the Towns of Ulysses and Newfield supervisors of the comment time of November 6, after the public hearing. Councilperson Mehaffey suggested Sheriff Osborne should be there to answer questions.

Supervisor McGee would like to continue with the window repair, LED lighting, and checking electricity in that space at Town Hall as it should be done no matter who occupies the room. She would also like to begin creating a better space in the Community Building for the Town Historian.

Solar RFP: Councilperson Sims provided an updated draft RFP to incorporate the items discussed with Terry Carroll at the September 11, 2019 meeting. At this point there are just a few key components to finalize – dates and timelines – and backup battery. Councilperson Carpenter felt the amount of money available wouldn't be enough to provide an adequate number of batteries to provide all the power that would be needed in a power outage, but it would depend on

Councilperson Sims suggested saying the total must be not over \$58,000, with solar being approximately \$50,000 and batteries approximately \$8,000. That way there could be some flexibility.

Supervisor McGee was concerned about the payback being in 20 years or less. That will be added in the proposal requirements section.

Councilperson Carpenter asked that payment of prevailing wage be required.

Councilperson Sims asked about a time line and what would be a fair amount of time for proposals to be submitted. She suggested a time of one month for proposals to be received, another month for the town to review and make a decision. If the RFPs are out by November 1 and due by December 1, the contractor selection and notification could be complete by January 15. An Agreement could be in place by February 15, with June 30 as the project completion date.

Supervisor McGee asked if this should be on the agenda for the upcoming meeting on October 22 to look at the final RFP and choose a list of providers to send the RFP to. It was agreed to do this and that Proposals should go to the town clerk and should be sent electronically. If anyone wants a site visit, they should contact Supervisor McGee and dates for the site visit would be Friday, November 15 from 10-2 or Monday, November 18 from 10-2.

The RFP should include where the panels would be located.

Councilperson Sims will make updates to the RFP as discussed.

Town Signs: Supervisor McGee reported it has been challenging having the letter person get back to Joe Dawson. Another person has been contacted that could do the painting. The Town has beautification funds that could be used to replace banners on poles through the Town that are in rough condition. She has located one place where the design can be customized. She will bring different versions to a meeting – they have 2 sides, so can be different on each side.

Wind Law: Supervisor McGee heard back from Scott Doyle, of the Tompkins County Planning Department, who said the 239 Review won't be finished before the date of the public hearing on the wind law. She stated a short form was filled out, as opposed to the long form, for SEQR and Town Attorney Guy Krogh indicated that everything sent to him was good.

PILOT (Payment in Lieu of Taxes) Law: Supervisor McGee has been in contact with Jay Franklin of the Tompkins County Assessment Office for information on whether to opt out and require a PILOT for renewable energy facilities, or if there are better options. Councilperson Mehaffey and Supervisor will plan to meet with Jay Franklin soon to discuss these options more thoroughly and advise the Town Board after that.

Audit: Supervisor McGee spoke with two local accounting firms. Insero & Co. CPAs, LLP would be able to provide an audit with adverse findings – they would make recommendations on how to go forward into the future most efficiently. They could begin the audit this fall. She also got an estimate from Sciarabba Walker & Co., LLP, but they couldn't begin the audit until May, and their estimate for the cost of the audit was significantly higher.

Supervisor McGee moved, with a second by Councilperson Bryant, to engage the services of Insero & Co. CPAs, LLP to begin this fall.

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

**New Business:**

**Food Pantry Request:** Supervisor McGee stated she met with Jean Owens to figure out ways to use the space downstairs in the Community Building, for those waiting for the Food Pantry to open, without damaging the area. Jean was asking about the space that is taped off along the wall where carts can be put – there is no carpet there. She'd like people to line up chairs to have a place to sit. The Food Pantry feels they can sweep the floor at the end of each day. Food Pantry clients would go into the Community Building space and sit in the chairs, then enter in through the back door of the food pantry. Supervisor McGee asked Board members if they approved of that use of the space, and everyone was in agreement that it could be used.

**Budget:** Supervisor McGee stated she put this on the agenda just to check in. She confirmed the levy limit is based on town, highway and fire. The tentative budget is about \$7,000 below the levy limit, so there would be funds available to add \$1,500 for highway superintendent training. Budget discussions will continue at the October 16<sup>th</sup> special Town Board meeting.

**Mailbox for Enfield Grange:** Supervisor McGee spoke with Enfield Grange members and was advised that whenever they change leadership, Grange mail goes to a new mailing address. There is an extra mailbox at Town Hall that is not being used.

Supervisor McGee moved, with a second by Councilperson Bryant, to authorize the supervisor to obtain a mailbox key for the Enfield Valley Grange, and authorize them to use a mailbox at 168 Enfield Main Road.

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

**Other Business:** Councilperson Carpenter asked to have Norm Smith make sure everything at Town Hall is winterized and up to speed. Supervisor McGee has arranged for HSC to service all the heating systems in Town buildings. Councilperson Carpenter asked if the old historian's office and bathroom would be heated. Councilperson Mehaffey suggested getting an energy audit as there is often help available when that is done. Supervisor McGee will meet with Norm Smith regarding this.

**Privilege of the Floor:** Jude Lemke of Enfield asked if the short form or long form would be used for the SEQRA filings. There is an Appellate court case in the NYS 4<sup>th</sup> District which holds that the use of a short form EAF to adopt a wind law could be invalidated. She feels a long form should be used and would like to make sure Attorney Krogh knows the Town is rescinding the old law. She will send the case law to Supervisor McGee so it can be forwarded to Attorney Krogh.

Ann Koreman of Ulysses mentioned wall heaters can be a fire hazard if not maintained. She suggested asking HSC what kind they would be willing to service.

Ellen Woods of Enfield stated she felt there should be a volunteer when the food pantry is open to offer parking guidance. There is overlap between the food pantry and Town Court which could potentially cause emergency services issues.

**Announcements:** Supervisor McGee reminded everyone of upcoming meeting dates. There will be a special meeting and public hearing on the Wind Law October 16 at 6:30. Special meetings are scheduled for October 22 and 23 at 6:30 to work on the budget. November 6 there will be a public hearing on the budget, followed by a discussion of the proposed Sheriff Satellite Station use of the old highway building, followed by a budget meeting. The Regular Town Board meeting will be held November 13, and the budget needs to be adopted by November 20. The tentative budget needs to be moved to the preliminary budget by October 30.

**Adjournment:** Supervisor McGee adjourned the meeting at 9:14 p.m.

Enfield Town Board Regular Meeting, October 9, 2019  
Respectfully submitted,

6

Alice M. Linton, RMC  
Enfield Town Clerk