

**Danby Town Board
Minutes of Regular Meeting
January 8, 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
Public	Ted Crane, Ronda Roaring, Pat Woodworth, Charles Tilton, Petricola & Bartholf.

Regular Meeting Opened at 7:10pm

Leslie Connors distributed some demographic information, a Profile of Town of Danby, prepared by Tompkins County Youth Services. This information was compiled in the spring of 2017. Danby's youth population declined 25% since 2010, with only 19.5% of Danby's population under age 21.

There was a brief discussion regarding the Annual Association of Towns Meeting. No one from Danby will attend this year.

Privilege of the Floor

Ronda Roaring informed the Board that there is a new manager for Buttermilk State Park. Roaring is organizing a program for Jennings Pond, which is park of the Buttermilk State Park system.

Warrants

ABSTRACT #2 OF 2018:

GENERAL FUND

#21-79 for a total of \$57,648.51

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

HIGHWAY FUND

#4-33 for a total \$164,471.16

**Moved by Miller, Second by Connors. 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 January 8 and 15, 2018.

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

Appointments - Board Chairs

Clerk Goddard reported that the Conservation Advisory Council recommended Matt Ulinski to be reappointed as Chair for 2018.

RESOLUTION NO. 25 OF 2018 - APPOINTMENT OF CONSERVATION ADVISORY COUNCIL CHAIR

Resolved, That the Town Board of the Town of Danby reappoints Matt Ulinski to Chair of the Conservation Advisory Council for 2018.

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

In Favor: Connors, Holahan, Miller, Dietrich

Abstain: Ulinski

The Board discussed appointment of BZA Chair. Leslie Connors reported discussions she had with individuals on the Board of Zoning Appeals. The outgoing Chair is reported to have endorsed any of the current BZA members as qualified to be Chair. Two members expressed a willingness to serve. She reported that the most support was behind Earl Hicks, but she had not contacted Hicks.

Connors expressed gratitude for the service of Gary Bortz as outgoing Chair.

RESOLUTION NO. 26 OF 2018 - APPOINTMENT OF BOARD OF ZONING APPEALS CHAIR

Resolved, That the Town Board of the Town of Danby appoints Earl Hicks to Chair of the Board of Zoning Appeals for 2018.

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

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

Appointment - Fair Housing Officer

Administrative Assistant, Laura Shawley gave an explanation and discussion of the need to appoint a Fair Housing Officer for the Town of Danby. This is a required by NY State funding agencies, and was brought to the Town's attention during an audit of the now completed grant process for replacement of the West Danby Water District tank. Every Town needs to have a Fair Housing Officer and Fair Housing Plan in order to be in compliance. This requirement is enforced by the Office of Housing and Urban Development.

Randall added further information, that other grant application require this position. Supervisor Dietrich noted that requirements for Grant compliance are complex. As the Town is awarded more grants, it may need to have a dedicated person to oversee compliance requirements. Several of the duties of the Fair Housing Officer are already in the work duties of the Town Planner.

RESOLUTION NO. 27 OF 2018 - APPOINTMENT OF FAIR HOUSING OFFICER

Resolved, That the Town Board of the Town of Danby appoints CJ Randall as Fair Housing Officer for the Town of Danby.

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

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

Other Vacancies/Appointments

Clerk Goddard reported that David Hall has resigned his seat on the Board of Zoning Appeals. This vacancy is being advertised and applicants sought. The vacancy has been posted to the Danby web site and will be published in the Danby Area News.

Appointments need to be made to the Local Board of Assessment Review. Tom Seaney and Gould Colman, who have served in recent years, will be contacted. Other applicants will also be sought.

Broadband Buildout update

Supervisor Dietrich gave an update on a renewed round of funding in NYS for broadband infrastructure build-outs. Danby is in discussion with providers Clarity Connect and Haefele. Several years ago the Danby Town Board agreed to allocate approximately \$15,000 to support high speed internet buildout through Clarity Connect. The Town has not been billed for any of that money. There is a current \$9,000 proposal for new poles and service connection, which will help provide more reliable service in the Durfee Hill/Steam Mill Road area, the Coddington/East Miller Road area, Curtis/Hill Road area, and perhaps other areas which are currently underserved.

Dietrich reported that some of this buildout may happen over the summer of 2018. There was a general discussion of neighborhood buildout investments that have been made by residents in the Durfee Hill area. It is unknown how many of these households are now connected.

Ulinski offered to help with this effort.

Sketch Plan Presentation - Re-zoning and Subdivision, 129 Hornbrook Road

Planner Randall gave an overview of a discretionary action potentially coming before the Town Board. The Petricola-Bartholf partnership is applying for a minor subdivision and rezoning of the prior "Auto Salvage" property at 129 Hornbrook Road. 2.237 acres to be zoned commercial with the remainder to be Low Density Residential. The intent is to bring the existing buildings currently on the property back into use.

The request will be reviewed by the Planning Board at its next meeting. The Planning Board will need to hold a public hearing—most likely in March. The PB will then make a formal recommendation. Depending on the findings of that recommendation, the request would come to the Town Board during the spring. A second public hearing would need to be held by the Town Board prior to any decision.

The applicants stated that they would like to see the buildings continue as a commercial area. This could be for mixed use purposes. Planner Randall noted that this property is covered in its entirety by the Aquifer Protection overlay zoning. Therefore, no toxic uses or storage would be allowed. Responding to a question from a resident, it was affirmed that there is plenty of water on the site, with three wells on the property.

Planning Report

A Planning report was made by CJ Randall. She informed the Board that there is a new County Planning team. Randall and Holahan met with County Planning to discuss potential areas of funding for a Town of Danby housing needs assessment. The Danby Planning Board approved a project during its January meeting: the VandeBogart minor subdivision. The land will remain in agriculture.

Parks and Trails network held a meeting and discussed a new initiative—"Trail Town" for municipalities, such as Danby, where the Finger Lakes Trail goes through. The "Trail Town" project is in collaboration with the Cayuga Trails Club.

Brown Road stream bank stabilization project is underway. Randall attended a January 10 kickoff meeting with Soil and Water. Randall has been working with Jack Shawley in Highway on this project.

NYS has announced money available to municipalities through the "Bridge NY" culvert and bridge replacement program. Highway has had repair for some bridges in Danby on its wish list for some time. Engineering firm TG Miller is assisting with drafting a grant proposal for this program.

Randall gave an update on the Cayuga Watershed Summit. Danby is involved with the project, in collaboration with the Water Resources Council and Engage Cornell. A tentative location has been chosen in Seneca Falls, to take place either April 11 or 19.

Randall reported on Planning Board discussions held at recent meetings during which the PB raised questions related to an audit of Danby Zoning. Randall characterized this as productive with good input. A draft is underwa with continued input from members of the PB.

The Conservation Advisory Council is currently negotiating an easement. Randall has engaged in Q&A with Town Attorney regarding extinguishing another easement and development rights on the property in question.

The Clean Energy Communities Grant application was filed by deadline in the first week of February, with the help of Jim Holahan and Jack and Laura Shawley. Randall described several components (including an energy audit, energy saving doors, a clean water recycling system in the grant application, replacement heat pumps, and energy efficient lighting) adding to a total of approx. \$100,000. She advised the Board that it will be several months (3-4) until the Town is notified of any award. This is a no match grant, should it be awarded.

Short Reports - Planning, Town Clerk

The January Town Clerk's Report; \$1,768.00 was received in the month of January for three planning fees, 55 dog licenses, and one building permit. Clerk Goddard made a brief update of property tax collection. The tax amount due to the Town of Danby has been collected in full.

A Records Management report, compiled by Mary Ann Barr, was circulated among the Board. The report lists Records Destruction Authorization for duplicate records from the Code Office (dating from 2001-2011) and vouchers with a 6 year retention scheduled dated from 2000-2003.

Clerk Goddard reported that she has made an arrangement to have Robert Freeman (NYS Committee on Open Government) present training on Executive Session for the collective Boards on Thursday April 5, 6:30pm.

Adjournment

The meeting adjourned at 8:10 pm.

Pamela Goddard, Town Clerk