**Caroline Town Board Meeting Minutes of September 20, 2023**

The Town Board Business Meeting was held hybrid at the Caroline Town Hall on September 20, 2023, and was called to order at 7:06 p.m. by Supr. Witmer

**Attendance**:

Supervisor Mark Witmer

Councilmember Cal Snow

Councilmember Tim Murray - absent

Councilmember Michele Brown

Councilmember Kate Kelley-Mackenzie

**Recording Secretary**:

Velvet Lyke, Bookkeeper and Assistant to the Supervisor

**Public Present:** 5 **Zoom**: 14

Supr. Witmer opened the meeting with Pledge to the Flag.

## Privilege-of-the-Floor

Bruce Murray – Concerned that the Zoning Commission was not allowed to speak to Town Attorney when they began working on the draft. He then asked if the town attorney’s review would be made public.

Sup. Witmer responded that the Consultant was using a lawyer while working with Zoning Commission. The town attorney has made his confidential suggestions on the draft and the board is currently reviewing them.

## Committee Reports

**Supr. Mark Witmer** – Supr. Witmer provided the following:

* At recommendation of the county’s Government Operations Committee four Public Hearings on the [2024 Shared Services Proposal for Countywide Emergency Medical Rapid Response](http://www.townofcaroline.org/uploads/6/2/7/8/62781479/tompkins_cwssi_2024__draft_09.18.23.pdf) to NYS were scheduled. In addition to the Public Hearing held at our last meeting here in Caroline on September 6, hearings will be held in Newfield on Thursday, September 28, Lansing on Thursday, October 19, and at the Tompkins County Legislature meeting on Tuesday, October 3. The Shared Services proposal demonstrates how the initiative will result in cost savings to taxpayers by comparing the cost for the countywide plan to what it would cost collectively for each municipality (by each of their fire departments) to put in place either their own rescue or their own ambulance service. The countywide emergency medical response proposal is designed to support existing volunteer rescues in providing emergency medical first response during the day when many volunteers are not available.
* The Ekroos Road Culvert Project is now complete, and we will now be working to close out the DEC Water Quality Improvement Project grant for this stream connectivity improvement.
* The RFP for an Internet Service Provider (ISP) to provide countywide high-speed internet service has been released by the County. The goal is to reach all underserved and unserved addresses at no cost to municipalities. We are continuing meetings with Hunt Engineering on a feasibility assessment for Caroline.
* The Agriculture Committee met on September 14. George Frantz presented his analysis of Caroline’s land use laws (2018 Site Plan Review, 2018 Subdivision Review, 2021 Solar Energy Siting, and November 2022 draft zoning law). His review focused mainly on conformance with NYS Agriculture and Markets Law, primarily for the draft zoning law. He concluded that no major revisions are needed. Several minor issues he identified were also identified in the courtesy review we requested and received from Ag & Markets and have been addressed. The board will be considering his additional comments.
* Met with Hailley Delisle, Sustainability Coordinator for Tompkins County, to discuss a proposal to seek a countywide EV-station provider. Hailley will join our September 28 Tompkins County Council of Governments meeting for discussion.
* Obtained proposals for video security at the Town Hall and Town Offices from Ace Security and Spectrum. Proposal from Comm-Core is pending. Also obtained a proposal from Ace Security for comprehensive lock work at the town halls to enhance security and operational and emergency access.
* Work on 2024 Tentative Budget is underway. Please send me any recommendations you may have.

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 The clerk is working on the FOILS and other necessary Clerk items.

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**Rick Morgan** – He was wondering why the Code Officer has not issued detailed reports to the fire departments as has been done in the past because fire departments need to know where new structures are located.

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**Committee Updates**

**None Presented**

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**Discussion with** Evelyn Karnes, who has applied to be a town representative to the T.C. Joint Youth Commission. Evelyn has been a member of the commission since 2016 and is the current chairman. She has moved to Caroline from Cayuga Heights and would like to represent Caroline. She has worked with children for many years.

The JYC is a multi-municipal group who receives funding from County and towns and support five programs that support youth employment. As a member she will be working to assist youth in Caroline.

Caroline does need another representative if you are interested in the position, please contact the Supervisor.

**Resolution 105 of 2023. Appointment of Evelyn Karnes as a representative to the Joint Youth Commission.**

Motion by: Witmer Second: Kelley-Mackenzie

Resolved, the Caroline Town Board hereby appoints Evelyn Karnes as a Town representative to the Joint Youth Commission.

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

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**Local Law # 3 of 2023**

**Battery Energy Storage Systems Siting Law**

**BE IT ENACTED by the Town Board of the Town of Caroline, County of Tompkins, State of New York, Local Law Number 3 of 2023, pursuant to Resolution dated October 19, 2023, as follows:**

**A LOCAL LAW OF THE TOWN OF CAROLINE**

**RELATING TO BATTERY ENERGY STORAGE SYSTEMS**

**PROPOSED TO BE SITED IN THE TOWN OF CAROLINE, NEW YORK**

**SHORT TITLE:** This local law shall be known as the “Battery Energy Storage Systems Siting Law” or, herein, as “this Local Law.”

**SECTION 1 – AUTHORITY:** This Local Law is adopted pursuant to the authority granted by §§ 130, 261, and 263 of the Town Law of the State of New York, and Municipal Home Rule Law § 10, which authorize the Town of Caroline to adopt zoning provisions and local laws that advance and protect the health, safety, and welfare of the community. Individual provisions rely upon authorizations relating to the protection of public health and the environment as reflected in, variously but not exclusively, the Environmental Conservation Law, the Executive Law, the General Municipal Law, the Municipal Home Rule Law, the Parks, Recreation and Historic Preservation Law, the Statute of Local Governments, the Town Law, and the Vehicle and Traffic Law, as well as their associated regulations, including the regulations of the Department of State’s Office of Renewable Energy Siting.

**SECTION 2 – PURPOSE:** This Battery Energy Storage System Siting Law is adopted to facilitate and regulate the development and operation of certain battery energy storage systems; to increase employment and business development in the Town of Caroline, to the extent reasonably Practicable, by furthering the installation of Battery Energy Storage Systems; to ensure that such systems are built and maintained in a way that provides for the safety of town residents; to mitigate the impacts of such systems upon environmental resources, such as important agricultural lands, forests, wildlife and other protected resources; and to provide a regulatory scheme for the designation of properties most suitable for the location, construction and operation of such systems. It is in the public interest to allow for and encourage Battery Energy Storage Systems because of the important support they can provide for improving electric power grid stability, in alleviating grid congestion, balancing energy supply and demand, and in supporting the utilization of energy from intermittent renewable solar and wind generation. Renewable energy generation is strongly supported in the 2020 Town of Caroline Comprehensive Plan.

**SECTION 3 – APPLICABILITY:** The requirements of this Local Law apply to all Battery Energy Storage Systems proposed, installed, or modified in the Town of Caroline after the effective date of this Local Law, excluding general maintenance and repair as specified in Section 5.Battery Energy Storage Systems constructed or installed prior to the effective date of this Local Law shall not be required to meet the requirements of this Local Law. This Local Law applies to Battery Energy Storage Systems, whether they are operated and cycled independently or are part of a hybrid facility that includes energy generation. Modifications to, retrofits of, or replacements of an existing Battery Energy Storage System that increase the total designed energy or power rating shall be subject to this Local Law. Any use which would otherwise be subject to this Local Law, which has been discontinued for a period of one (1) year or more, shall be subject to review pursuant to the terms of this Local Law before such use is resumed. Any use or structure shall be considered to be in existence provided the same has been substantially commenced as of the effective date of this Local Law and fully constructed and completed within one (1) year from the effective date of this Local Law. This Local Law does not invalidate or override provisions or requirements of any other federal, state, or local law or regulations applicable to the subject matter hereof, and where this Local Law is in conflict with any other such law or regulation, the more restrictive requirements shall apply unless preempted or doing so would invalidate or make a part of this Chapter void or unenforceable.

**SECTION 4 – DEFINITIONS:**

**APPLICANT**—A property owner, an entity or individual holding an option or contract to purchase a property, or any other affiliate or operator authorized in writing to act for such persons, who submits an application under the provisions of this Code.

**ANSI**—American National Standards Institute.

**BATTERY(IES)**—A single cell (consisting of an anode, cathode and electrolyte) or a group of cells connected together electrically in series, in parallel, or a combination of both, which can charge, discharge, and store energy electrochemically. A Battery or Battery Energy Storage System is identified by the electrochemical technology that the cell utilizes. For the purposes of this law, batteries utilized in consumer products are excluded from these requirements.

**BATTERY ENERGY STORAGE MANAGEMENT SYSTEM**—An electronic system that protects battery energy storage systems from operating outside their safe operating parameters and disconnects electrical power to the energy storage system or otherwise places it in a safe condition if potentially hazardous temperatures or other conditions are detected.

**BATTERY ENERGY STORAGE SYSTEM(S)**—One or more devices, assembled together, capable of storing energy in order to supply electrical energy at a future time, not to include a stand-alone 12-volt car battery, an electric motor vehicle, or any battery-based system small enough that it is not covered by the Uniform Code.

**BATTERY ENERGY STORAGE FACILITY** — A Battery Energy Storage System Facility is classified as a Tier 1 or Tier 2 Battery Energy Storage System Facility as follows:

* Tier 1 Battery Energy Storage System~~s~~ Facilities have an aggregate Nameplate Capacity large enough to be covered by the Uniform Code but less than or equal to 600 kWh and if in a room or enclosed area consisting of only a single energy storage system technology.
1. Tier 2 Battery Energy Storage Systems Facilities have an aggregate Nameplate Capacity greater than 600 kWh or are comprised of more than one storage battery technology in a room or enclosed area.

**CHAPTER**—This Local Law.

**CODE**—The general and specific regulations and policies of the Town of Caroline embodied in its local laws, ordinances, policies, comprehensive plan, and the requirements of processes, rules, and procedures attending each of the same.

**CODE OFFICER**—The Code Enforcement Officer for the Town of Caroline, as well as any hereafter appointed zoning officer, or other person appointed for this purpose by resolution of the Town Board of the Town of Caroline.

**COMMISSIONING**—A systematic process that provides documented confirmation that a Battery Energy Storage System functions according to the intended design criteria and complies with applicable code requirements. Commissioning allow for safe operation of individual Battery Energy Storage System equipment, portions of a Facility, and of an entire Facility, either for initial operation or for recommissioning after a Decommissioning event.

**CRITICAL ENVIRONMENTAL AREA**—Area which has been designated by the Town or by a state agency to recognize a specific geographical area and to alert Applicants that special resources or dangers in the area require careful attention.

**DECOMMISSIONING—**A systematic process for removing Battery Energy Storage System equipment from operation. Decommissioning of equipment may result in a temporary or permanent halt of operation for an entire Facility or for a portion of an entire Facility, as during an emergency event.

**DEDICATED-USE BUILDING**—A building that is built for the primary purpose of housing Battery Energy Storage System equipment, is classified as Group F-1 occupancy as defined in the International Building Code, and complies with the following:

1. The building’s only use is battery energy storage, energy generation, and other electrical grid-related operations.
2. No other occupancy types are permitted in the building.
3. Occupants in the rooms and areas containing Battery Energy Storage Systems are limited to personnel that operate, maintain, service, test, and repair the Battery Energy Storage System and other energy systems.
4. Administrative and support personnel are permitted in areas within the buildings that do not contain Battery Energy Storage Systems, provided the following:
5. The areas do not occupy more than 10 percent of the building area of the story in which they are located.
6. A means of egress is provided from the administrative and support use areas to the public way that does not require occupants to traverse through areas containing Battery Energy Storage Systems or other energy system equipment.
7. The means of egress is approved by the District Fire Chief as being safe and sufficient.

All other buildings that contain Battery Energy Storage Systems and do not comply with these requirements are considered to be non-dedicated use buildings.

**DISTRICT FIRE CHIEF—**Fire Chief of the Fire Protection District where the proposed facility would be located.

**EMERGENCY OPERATIONS PLAN—**The plan for preparing and activating local emergency and Facility personnel to recognize and respond safely and efficiently to any dangerous situations at the Battery Energy Storage System Facility, in compliance with Section 7.2(b)(iii) of this Local Law and with other regulations as applicable.

**ENERGY CODE**—The New York State Energy Conservation Construction Code adopted pursuant to Article 11 of the Energy Law, as currently in effect and as hereafter amended from time to time.

**ENVIRONMENTALLY SENSITIVE AREA**—Critical Environmental Area, Unique Natural Area, federally-designated wetland, or NYS-regulated wetland, water body or stream.

**FACILITY—**The entire plant or project site of one or more Battery Energy Storage Systems, which may include additional and related enterprises.

**FACILITY DECOMMISSIONING AND SITE RESTORATION PLAN**—A written plan that specifies how a Battery Energy Storage System Facility will be withdrawn from service and disposed of and how the site occupied by the Facility will be restored.

**FIRE CODE**—The fire code section of the New York State Uniform Fire Prevention and Building Code adopted pursuant to Article 18 of the Executive Law, as currently in effect and as hereafter amended from time to time.

**IMPORTANT VIEWS**—Distinctive Views and Noteworthy Views as enumerated in the Tompkins County Scenic Resources Inventory and Town of Caroline Scenic Resources Inventory.

**MONITORING FEE—**The fee for providing inspection during construction to ensure compliance with applicable site permitting, environmental and agricultural requirements,which fees may include other related chargeable costs as set forth in this law.

**NAMEPLATE CAPACITY**—Manufacturer’s rating of the system under industry standard test conditions, typically given in kWh or MWh.

**NFPA**—National Fire Protection Association.

**NON-PARTICIPATING PROPERTY**—Any property that is not a participating property.

**NON-PARTICIPATING RESIDENCE**—Any residence located on non-participating property.

**NY or NYS—**The State of New York.

**Operation and Maintenance Plan—**Plan to be followed for maintaining and documenting the safe operation of a Battery Energy Storage System Facility as specified in Section 7.2(b)(x).

**OSHA—**Office of Safety and Health Administration of the United States Department of Labor.

**PARTICIPATING PROPERTY**—A Battery Energy Storage System Facility host property or any real property that is the subject of an agreement that provides for the payment of monetary compensation to the landowner from the Battery Energy Storage System Facility owner (or affiliate) regardless of whether any part of a Battery Energy Storage System Facility is constructed on the property.

**PERMIT**—Specifically, this term means any building permit approval, any Tier 1 or Tier 2 Battery Energy Storage System Facility Permit approval, and any site planning approval for Battery Energy Storage System Facilities or improvements. Generally, this term includes the above matters, along and together with all other approvals and permits issued in relation to the same, including but not limited to land or subdivision approvals, land disturbance permits or approvals, aquifer or wellhead permits and approvals, road use construction and maintenance permits and approvals (including any road use agreements), flood plain permits, and local and state stormwater approvals and permits, including State Pollutant Discharge Elimination System (SPDES) general permits.

**PERMIT FEE(S)**—The building permit fees, the Battery Energy Storage System Facility Permit fees, Site Plan review fees (including as based upon the size and classification of the project), which fees may include other review fees and related chargeable costs as set forth in this law.

**PERMITTEE**—An Applicant who has been granted a Tier 1 or Tier 2 Battery Energy Storage System Facility Permit under the provisions of this law, or a site planning approval under this law.

**PRACTICABLE—**Capable of satisfying the overall project purposes, after taking into consideration cost, time, technology and logistics.

**REVIEW BOARD**—The Town of Caroline Review Board.

**SITE PLAN—**A rendering or drawing of the proposed development or use of one or more sites showing the layout and design of all existing and proposed elements, along with any other information required by applicable laws and the Review Board.

**SITE PLAN REVIEW LAW—**The Town of Caroline Site Plan Review Local Law of 2018 or successors to that law, as appropriate.

**Sketch Plan—**Materials for a Sketch Plan conference, as required under the Site Plan Review Law, including a statement and rough sketch showing the locations and dimensions of principal and accessory structures, all-weather surface areas, active agricultural land and Agricultural Districts, existing and proposed vegetation (woodlands, existing fields, pastures, meadows, hedgerows, and tree lines), other planned features, surface water features, historic sites, steep slopes, Critical Environmental Areas, and anticipated changes in the existing topography and natural features, and any additional materials required by applicable laws.

**Stop Work Order—**an order requiring that all construction activity on a site be stopped, issued upon determination that the activity is contrary to provisions of the Uniform Code or is being conducted in a dangerous or unsafe manner or is being performed without obtaining a required permit.

**TEQR**—The Town of Caroline “mini-SEQRA,” also known as the Town Environmental Quality Review local law and procedures, intended to augment the NY SEQRA and implementing regulations relative to specific issues in and affecting the Town of Caroline, ranging from classifying actions to local procedures complementary to SEQRA, as may now or hereafter exist, including as amended or recodified in the future.

**UNIFORM CODE**—The New York State Uniform Fire Prevention and Building Code adopted pursuant to Article 18 of the Executive Law, as currently in effect and as hereafter amended from time to time.

**UNIQUE NATURAL AREA**—Area so designated by the Tompkins County Environmental Management Council. Unique Natural Areas have outstanding geological or environmental qualities.

**SECTION 5 – GENERAL REQUIREMENTS**:

**5.1** The Town Board shall by resolution periodically set a fee schedule for a Permit Fee for the review and processing of Site Plan applications for a Battery Energy Storage System Facility and a Monitoring Fee for the inspection of such systems during construction and until Commissioning of the Facility.

**5.2** The requirements of this Local Law apply to all Battery Energy Storage System Facilities proposed, modified, or installed upon any lands or structures, excluding routine or minor general maintenance and repair. However, “routine or minor general maintenance and repair” shall not in any one situation or case involve the replacement or repair of 50% or more of the area or square footage of land occupancy of the use, or 50% of the value of the Facility. The determination as to whether a given action or application qualifies as “routine or minor general maintenance and repair” shall be determined in each case and for all lands, parcels, and uses, by the Code Officer by written opinion, duly filed.

**5.3** If a modification or expansion of an existing Battery Energy Storage System Facility is such that it would cause a change in class from a Tier 1 to a Tier 2 Facility as defined in Section 4, the modification or expansion requires Site Plan review and approval by the Review Board as set forth below for Tier 2 Battery Energy Storage System Facilities.

**5.4** If a modification or expansion of an existing Tier 2 Facility is such that the originally-approved area occupied by the Facility is increased by 15% or more, the modification or expansion requires Site Plan review, approval by the Review Board, and recalculation of the surety specified in Section 8.4.

**5.5** In no case may a project be divided up or segmented for the purpose of avoiding review of the project as a whole. Applications from the same Applicant will be reviewed separately only if the applications are for significantly discontiguous regions of the Town of Caroline. The Review Board shall use its discretion in determining “significantly discontiguous.”

**5.6** A building permit and an electrical permit shall be required for the installation of all Battery Energy Storage Systems.

**5.7** All Battery Energy Storage Systems, all Dedicated-Use Buildings, and all other buildings or structures that (1) contain or are otherwise associated with a Battery Energy Storage System, and (2) are subject to the Uniform Code and/or the Energy Code, shall be designed, erected, and installed in accordance with all applicable provisions of the Uniform Code, all applicable provisions of the Energy Code, and all applicable provisions of the codes, regulations, and industry standards as referenced in the Uniform Code, the Energy Code, and Town of Caroline Code.

**5.8** Issuance of permits and approvals by the Review Board shall include review pursuant to New York’s State Environmental Quality Review Act (SEQRA), as specified under the NYS Environmental Conservation Law Article 8 and its implementing regulations at 6 NYCRR Part 617.

**5.9** The Code Officer is authorized to issue Stop Work Orders during the construction of Battery Energy Storage System Facilities.

**SECTION 6 – Tier 1 Battery Energy Storage Systems:**

Tier 1 Battery Energy Storage System~~s~~ Facilities are exempt from Site Plan review, but a Tier 1 Battery Energy Storage System Facility Permit Application must be submitted to the Code Officer for review and approval.

**SECTION 7 – Tier 2 Battery Energy Storage Systems:**

**7.1 Site Plan Review.** All Tier 2 Battery Energy Storage System Facilities require Site Plan review and approval by the Review Board. Site Plan review will follow the procedures and requirements of the Site Plan Review Law, augmented as described in this Section 7.

**7.2 Application Requirements.** In cases where the Review Board deems it appropriate to request from the Applicant additional materials beyond those specified in this Section 7 and the Site Plan Review Law, the Review Board shall provide to the Applicant and submit to the Town Clerk of the Town of Caroline (“Town Clerk”) a list of those additional materials. The Town Clerk shall include this list on the Town’s website on the same web page where Battery Energy Storage System Facility permitting information is posted. The Town Clerk can also provide these records upon request. The intent is to streamline future permitting by indicating to potential Applicants what additional documents the Review Board may request in certain situations.

(a) **Sketch Plan.** The Sketch Plan shall include the requirements set forth in the Site Plan Review Law plus any additional materials deemed necessary by the Review Board.

(b) **Preliminary Site Plan Review.** The Permit Fee is due at the time materials are submitted for a preliminary Site Plan review. Materials for the preliminary Site Plan review shall include those set forth in the Site Plan Review Law, any additional materials deemed necessary by the Review Board, and the following:

(i) **Environmental Review.** A State Environmental Quality Review Act Environmental Assessment Form, either Short form (SEAF) or Full form (FEAF), as appropriate, with supplemental information as may be required under TEQR, each with accompanying data, schedules and mappings.

(ii) **Land Owner Consent.** If the property of the proposed project is to be leased, copies of the legal consent between all parties, including easement~~s~~ and other agreements, specifying the use(s) of the land for the life of the project. The life of the project herein means until the completion of Facility Decommissioning and Site Restoration of the entire Facility.

(iii) **Emergency Operations Plan.** The Review Board will provide a copy of the Emergency Operations Plan for review to the District Fire Chief and the appropriate hazardous materials response team for Tompkins County (currently the Ithaca Fire Department). The Emergency Operations Plan shall include the following information:

a. Procedures for safe shutdown, de-energizing, or isolation of equipment under emergency conditions to reduce the risk of fire, electric shock, and personal injuries and for safe start-up following cessation of emergency conditions.

b. Procedures for inspection and testing of associated alarms, interlocks, and controls.

c. Procedures to be followed in response to notifications from the Battery Energy Storage Management System that signify potentially dangerous conditions, including for shutting down equipment, for summoning service and repair personnel, and for providing agreed upon notification to fire department personnel for potentially hazardous conditions in the event of a system failure.

d. Emergency procedures to be followed in case of fire, explosion, release of liquids or vapors, damage to critical moving parts, or other potentially dangerous conditions. Procedures can include sounding the alarm, notifying the fire department, evacuating personnel, de-energizing equipment, and controlling and extinguishing the fire.

e. Response considerations similar to a safety data sheet (SDS) that will address response safety concerns and extinguishment when an SDS is not required.

f. Procedures for dealing with Battery Energy Storage System equipment damaged in a fire or other emergency event, including maintaining contact information for personnel qualified to safely remove damaged Battery Energy Storage System equipment from the Facility.

g. Specification of an official of the Town or County who will act as point person and press liaison during an emergency.

h. A description of what personnel and equipment the owner/operator will provide in the event of an emergency situation and a commitment to how soon such personnel and equipment will arrive on-site.

i. Specification of a reimbursement plan for any significant expenditures incurred by the area volunteer fire companies in dealing with an emergency situation.

j. Procedures and schedules for conducting drills of the Emergency Operations Plan and procedures for training local first responders on the contents of the plan and appropriate response procedures.

k. Other procedures, as determined necessary by the District Fire Chief to provide for the safety of occupants, neighboring properties, and emergency responders.

(iv) **Fire Safety Compliance Plan.** Such plan shall document and verify that the system and its associated controls and safety systems are in compliance with the Uniform Code.

(v) **Equipment Specification Sheet.** A preliminary equipment specification sheet that documents the proposed Battery Energy Storage System components, inverters and associated electrical equipment that are to be installed. A final equipment specification sheet shall be submitted prior to the issuance of a building permit.

(vi) **Electrical Diagram.** A one- or three-line electrical diagram detailing the Battery Energy Storage System layout, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices.

(vii) **Maps.** In addition to features specified in the Site Plan Review Law, maps of Environmentally Sensitive Areas and Important Views as defined in this Local Law.

(viii) **Need for Mitigation.** If construction will occur in an Environmentally Sensitive Area, a document explaining why construction in that area could not be avoided. The document should reference the best practices that will be followed and the mitigation measures that will be implemented.

(ix) **Commissioning Plan.** Such plan shall document and verify that the system and its associated controls and safety systems are in proper working condition per requirements set forth in the Uniform Code. Commissioning the entire Facility for initial start-up shall be conducted by a NYS Licensed Professional Engineer after the installation is complete, but prior to final inspection and approval**.** If there are open or continuing issues that in the judgment of the Licensed Professional Engineer do not prevent the facility from operating safely, conditional approval may be granted but a corrective action plan shall be developed for the open or continuing issues and a timetable for their resolution shall be established. If the open or continuing issues are not resolved in accordance with the established timetable, the Code Officer may revoke operation approval of the Facility. A report describing the results of the Commissioning and including the results of the initial acceptance testing required in the Uniform Code shall be provided to the Code Officer prior to final inspection and approval and a copy maintained at an approved on-site location.

(x) **Operation and Maintenance Plan.** Such plan shall describe continuing Battery Energy Storage System maintenance and property upkeep, as well as equipment design, construction, installation, testing, commissioning and decommissioning information and shall meet all requirements set forth in the Uniform Code. The Plan shall also include a listing of any contingencies for removing an intact operational energy storage system from service, and for removing an energy storage system from service that has been damaged by a fire or other event. A copy of the Operation and Maintenance Plan shall be retained at an approved onsite location and be available to the fire code official, as per NYS Fire Code section 1206.9.2.

(xi) Facility **Decommissioning and Site Restoration Plan.** A Facility Decommissioning and Site Restoration Plan, as set forth in Section 8.

(c) **Final Site Plan Review.** Any Monitoring Fee and surety for the Decommissioning and Site Restoration Plan (as further set forth in Section 7.6 and Section 8) are due at the time materials are submitted for the final Site Plan review. Prior to the issuance of the building permit or final approval by the Review Board (but not required as part of the application review), engineering documents must be signed and sealed by a NYS Licensed Professional Engineer.

**7.3 Design Guidelines for Tier 2 Battery Energy Storage System Facilities**

(a) **Fencing.** Fences not exceeding eight (8) feet in height, including open-weave and solid fences, shall be permitted for the purpose of screening or enclosing the Tier 2 Battery Energy Storage System Facility. If utilized, fences should draw on the agricultural aesthetic of the town, for example by using livestock-type fencing and wooden posts. Chain link, barbed, razor, and concertina wires, electrically charged wire, railroad ties, concrete masonry units, scrap metal, tarped, and cloth fences and accessory parts are strongly discouraged. Any gates or other locked or secured or publicly inaccessible areas require a key box for emergency and fire access as required by the Uniform Code and approved by the Code Officer.

(b) **Signage.** Signage shall be in compliance with the ANSI Z535 safety alerting standards and shall identify the type of technology and any special hazards associated with the Battery Energy Storage System, the type of suppression system installed in the area of Battery Energy Storage System, and provide 24-hour emergency contact information, including a reach**-**back phone number. As required by the National Electric Code, disconnect and other emergency shutoff information shall be clearly displayed on a light-reflective surface. A clearly visible warning sign concerning voltage shall be placed at the base of all pad-mounted transformers and substations.

(c) **Fire Extinguishing Materials.** For systems for which water is an appropriate agent, an adequate water supply for initial firefighting needs shall be stored on-site. Such storage shall have appropriate hook**-**ups for fire company equipment. For systems for which water is not the correct agent, adequate supplies of the appropriate fire-fighting chemicals shall be maintained on-site. Adequacy shall be determined by NFPA standards or comparable standards acceptable to the Review Board.

(d) **Secondary Containment.** Appropriate containment shall be constructed so that water or chemicals used in extinguishing a fire do not leave the site.

(e) **Lighting.** Motion-activated or staff-activated security lighting may be installed as part of the Tier 2 Battery Energy Storage System Facility, provided that such lighting conforms to the “Five Principles for Responsible Outdoor Lighting” developed by the International Dark-Sky Association (IDA) and Illuminating Engineering Society of North America (IES), 2020 version or an updated version. Lighting must use IDA-approved fixtures or equivalent and fixtures should have a backlight, uplight and glare rating calculated based on the Joint IDA-IES TM-15-11 standard (“Luminaire Classification System for Outdoor Luminaires”). Lighting levels should be in keeping with the rural character and small residential communities of Caroline. Examples include the LZ0 (no ambient lighting) and LZ1 (low ambient lighting) levels as described in the IDA Model Lighting Ordinance. If the system is fenced, such lighting should only be activated when the area within the fenced perimeter has been entered; if not fenced, when the area that might reasonably have been fenced has been entered.

(f) **Noise.** The Tier 2 Battery Energy Storage System Facility shall be designed to meet the following maximum noise limits:

(i) Forty-five (45) dBA Leq (8-hour) at the outside of any existing Non-Participating Residence.

(ii) Fifty-five (55) dBA Leq (8-hour) at the outside of any existing Participating Residence.

(iii) Fifty-five (55) dBA Leq (8-hour) across any portion of a Non-Participating Property.

(g) **Utilities.** All on-site utility lines shall be placed underground to the extent feasible and as permitted by the serving utility, with the exception of the main service connection at the utility company right-of-way and any new interconnection equipment, including without limitation any poles, with new easements and rights-of-way. When aboveground cables and transmission lines must cross agricultural fields, utility poles that provide longer spanning distances should be located on field edges to the greatest extent Practicable to avoid poles being situated in agricultural lands. Electrical transformers for utility interconnections may be aboveground if required by the utility provider.

(h) **Vegetation and tree-cutting.** Areas within 10 feet on each side of Tier 2 Battery Energy Storage System enclosures shall be cleared of combustible vegetation and other combustible growth. Single specimens of trees, shrubbery, or cultivated ground cover**,** such as green grass, ivy, succulents, or similar plants used as ground cover**,** shall be permitted to be exempt provided that they do not form a means of readily transmitting fire. Removal of trees should be minimized to the extent possible.

(i) **Screening and Visibility**. Tier 2 Battery Energy Storage Systems shall have views minimized from adjacent properties to the extent reasonably Practicable using architectural features, earth berms, landscaping, or other screening methods that will harmonize with the character of the property and surrounding area while not interfering with ventilation or exhaust ports. At the discretion of the Review Board, screening requirements may be relaxed for facilities designed to conform with the rural aesthetic of the Town of Caroline.

(j) **Site Access.** All Tier 2 Battery Energy Storage System sites shall have site access that meets the approval of the District Fire Chief. Roads shall be wide enough for and be designed to support fully loaded fire trucks. A looped drive is preferred but at a minimum sites shall have adequate space for fire trucks to turn around. Two separate means of site access are strongly encouraged. In all seasons, roads shall be maintained at a width suitable for fire truck access.

(k) **System Certification.** Tier 2 Battery Energy Storage Systems and equipment shall be listed by an OSHA Nationally Recognized Testing Laboratory to SCC/ANSI/UL Standard 9540, “Energy Storage Systems and Equipment,” or approved equivalent, with subcomponents meeting each of the following standards as applicable:

1) UL 1973, ANSI/CAN/UL “Standard for Batteries for Use in Stationary, Vehicle Auxiliary Power and Light Electric Rail (LER) Applications,”

2) UL 1642, “Lithium Batteries,”

3) UL 1741, “Standard for Inverters, Converters, Controllers and Interconnection System Equipment for Use With Distributed Energy Resources,”

4) Certified under the applicable electrical, building, and fire prevention codes, as required.

5) Alternatively, field evaluation by an approved testing laboratory for compliance with UL 9540 (or approved equivalent) and applicable codes, regulations and safety standards may be used to meet system certification requirements with approval of the District Fire Chief.

(l) **Enclosures.** The Battery Energy Storage System, components, and associated ancillary equipment shall have required working space clearances, and electrical circuitry shall be within weatherproof enclosures marked with the environmental rating suitable for the type of exposure in compliance with the National Electric Code (NFPA 70).

**7.4 Construction Requirements for** **Tier 2 Battery Energy Storage System Facilities**

(a) Prior to the Permittee’s commencement of construction, the Permittee shall stake or flag the boundaries of any Environmentally Sensitive Areas in or close to the construction area.

(b) The Permittee shall describe how it plans to handle and store all hazardous materials in accordance with existing state or local regulations as well as industry best practices. Applicants should specify the kind of material being stored (for example, bulk storage of chemical products or hazardous air pollutants), identify any applicable state regulations (e.g., 6 NYCRR Part 598 for certain tank systems), and describe industry best practices for that specific material.

**7.5 Operation Requirements for Tier 2 Battery Energy Storage System Facilities**

(a) The Permittee will inform the Code Officer when the Battery Energy Storage System Facility is complete and submit a signed Commissioning report to the Town Clerk.

(b) A copy of the approved Emergency Operations Plan shall be given to the system owner, the local fire department, and local fire code official. A permanent copy shall also be placed in a location approved by the District Fire Chief, to be accessible to facility personnel, fire code officials, and emergency responders.

(c) Permittee shall notify the Code Officer if for any reason the Facility has been out of operation for six (6) months. Notification shall occur within two (2) weeks of passing the six-month mark. The intent of this provision is to alert the Town through its Code Officer that half ofthe time allowed for a possible Facility Decommissioning trigger set in Section 8.2(b) has been met.

(d) Upon initial Commissioning, and periodically thereafter on a schedule satisfactory to the Review Board, noise and light levels should be measured to ensure compliance with the limits listed in Sections 7.3(e) and 7.3(f) or the Site Plan Review Law, whichever applies. A log of these measurements shall be retained at an approved onsite location and be available to the Code Officer. Remedial action shall be taken by the Permittee to attain compliance if the measured levels exceed the allowed levels.

(e)A log of inspections and testing required by the Fire Code shall be retained at an approved onsite location and be available to the Code Officer and District Fire Chief.

(f) After any significant emergency event, the system shall be recommissioned in accordance with the Commissioning Plan before returning to operation.

(g) Equipment and vehicles not used in direct support, renovations, additions or repair of the Battery Energy Storage System equipment or Facility must not be stored or parked on the Battery Energy Storage System Facility site. This includes dead or replaced batteries, as well as acid and related battery mediums and battery cores. Non-operational battery energy storage devices shall be removed from the Facility site throughout the lifetime of the project. A reasonable number (as determined by industry-standard best practices) of functional replacement battery energy storage devices may be stored on site in suitable enclosures that meet applicable fire codes and codes covering the storage of hazardous materials.

**7.6** **Abandonment and Decommissioning**. A Facility Decommissioning and Site Restoration Plan shall be submitted with each application in accordance with Section 8. The Facility Decommissioning and Site Restoration Plan must meet the approval of the Review Board.

**SECTION 8 – ABANDONMENT AND DECOMMISSIONING OF TIER 2 BATTERY ENERGY STORAGE SYSTEM FACILITIES:**

**8.1** A Facility Decommissioning and Site Restoration Plan is for Battery Energy Storage System decommissioning and site restoration in the event that the system cannot be completed, is considered abandoned, or after the end of the useful life of the Facility.

**8.2** A Facility Decommissioning and Site Restoration Plan shall, at a minimum, contain the following elements and should describe how the following requirements will be met:

(a) State the anticipated life of the Battery Energy Storage System Facility.

(b) Specify when and what constitutes an event requiring decommissioning, including abandonment of the Facility. In all cases, the violation of any Permit or Site Plan conditions, the lack of a current Permit or Site Plan approval, a violation or lack of maintenance of any required decommissioning bond orsurety shall be an event requiring decommissioning. In the absence of a maintenance plan approved by the Review Board allowing for an extended outage, the lack of operation for one year shall be an event requiring Decommissioning.

(c) Specify the form and type of notice required to the Town in the event of any abandonment, Facility Decommissioning, sale, transfer, partial transfer, assignment, or occurrence of any event which may result in an act or partial order requiring partial or complete Facility Decommissioning ~~of the Facility~~ and restoration of the site.

(d) All components of the Facility are to be removed (to a depth of four (4) feet below grade in agricultural land and three (3) feet below grade in non-agricultural land). Toxic and/or hazardous materials are to be removed regardless of depth. The site shall be restored, as near as Practicable, to a state the average person would consider at least as good as pre-construction conditions. Access roads shall be removed and the road area restored, unless a separate agreement is reached with the Town and/or landowner, as appropriate. The Review Board may allow the owner or operator to leave landscaping, designated below-grade foundations, enclosures other than container structures, or concrete pads in place to minimize erosion, disruption to vegetation, or to facilitate adaptive reuse on a case-by-case basis.

(e) The Town of Caroline strongly encourages that all reusable and recyclable components be sold for reuse or recycled to the greatest extent Practicable. The Facility Decommissioning and Site Restoration Plan should discuss recycling and reuse opportunities; if something is reusable or recyclable but the Applicant decides not to reuse or recycle it, the Facility Decommissioning and Site Restoration Plan should provide a valid rationale for that choice. It is understood that reuse and recycling options will change over time and hence it is expected that the reuse and recycling plan will need to be updated at the time of permanently Decommissioning equipment.

(f) All non-reusable and non-recyclable solid and hazardous waste shall be disposed of in accordance with local, state, and federal waste disposal regulations, including the removal of any damaged or contaminated soils. No designation of any facilities by a “beneficial use declaration” shall be permitted to vary this clean-up, remediation, and disposal rule unless approved by the Review Board at the time of the application.

(g) Soil and vegetation shall be remediated to return the parcel to its original condition prior to construction, including an adequate layer of topsoil where existing topsoil has been removed or eroded. Restoration may require decompacting and regrading soil, repair of drainage structures, restoration of natural drainage patterns, repairs to site hardpans, and mitigation of any topsoil deficiency, as necessary, to restore the site after decommissioning..

(h) An expected timeline for execution of the Facility Decommissioning and Site Restoration Plan shall be described, together with a cost estimate detailing the projected cost of executing the plan, duly prepared and sealed by a Professional Engineer. Cost estimations may not count anticipated salvage revenues toward decommissioning costs. Cost estimations must take inflation into account over the expected life of the project, have a schedule for periodic updating of Facility Decommissioning and Restoration Plan costs, and a mechanism for increasing the surety required by Section 8.4 to maintain the 125% of approved estimated cost of decommissioning and site restoration specified therein.

**8.3** Removal of a Tier 2 Battery Energy Storage System Facility must be completed in accordance with the Facility Decommissioning and Site Restoration Plan to the satisfaction of the Code Officer. If the Facility site is not fully decommissioned and restored after being considered abandoned, the municipality may remove the Facility and restore the property using the security required by Section 8.4 and impose a lien on the property to cover any remaining costs to the municipality to complete the Facility Decommissioning and Site Restoration Plan.

**8.4** An Applicant required to submit a Decommissioning and Site Restoration Plan shall provide a form of surety, either through escrow agreement, bond, letter or credit, or like form approved by the Review Board, to cover all costs of decommissioning and site restoration calculated at a minimum of 125% of the approved estimated cost of decommissioning and restoration. The estimate of costs shall be prepared by a licensed engineer and be sealed accordingly, and the annual cost shall take into account New York State prevailing wage rules and any inflationary rise in surety amounts covered, contain an evergreen clause, or otherwise account for increases in the cost of decommissioning and restoration in a manner as approved by the Review Board. At a minimum, at least once every three (3) years after any approval or Permit is issued by the Town, the Applicant or then future or successor owner or operator of the Facility shall provide an updated certified cost estimate for decommissioning, removal, and restoration, and if the resulting 125% cost requirement shows that the existing surety or bond is monetarily insufficient, then the owner shall update such bond or undertaking, or see to its replacement or supplementation in an amount to equal such updated minimum 125% of cost number.

**SECTION 9—TRANSFERS OF PERMITS AND APPROVALS, OR CHANGES IN FACILITY OWNERSHIP:**

**9.1** Approvals and Permits are issued to specific users for specific operations, and approvals and Permits shall not be assigned, transferred or sold to a new owner, new user, different premises, or to a new or changed operation or operator, except in accordance with the provisions of this section. A Permit Fee may apply to the review of any assignment or transfer by the Code Officer or Review Board. In the sole discretion of the Code Officer, any review may be transferred to the Review Board when unique issues or concerns are presented.

**9.2** General building and Tier 1 Battery Energy Storage System Facility Permits may be transferred to new owners, along with any certificates of occupancy or compliance, at the time of transfer of land titles when recorded in the Tompkins County Clerk’s Office. No special language is required and the transfer of title to the battery fixtures and improvements shall be deemed merged with the transfer of fee title.

**9.3** A Tier 2 Battery Energy Storage System Facility Permit or approval may only be transferred if there is no material violation of, or non-compliance with, all Permit and approval conditions, and the new owner applies for approval of the transfer of such Permit(s) or approval(s) by the Review Board, specifying, in each case, how compliance with the Permit or approvals will be maintained, including but not limited to how the new owner or operator, including as a proposed new Permittee, plans to document or verify: (i) the lawful assumption of all liabilities and all obligations for the site, including its operation and maintenance, general site management, and compliance with industry, utility, and Town Permits and approval conditions; (ii) assumption or replacement of the Operation and Maintenance Plan and emergency operations plan for each site; (iii) assumption or replacement of Facility Decommissioning and Site Restoration Plan; and (iv) replacement of any required deposits or sureties for the Facility Decommissioning and Site Restoration Plan.

**9.4** When undertaking any review, the Code Officer and Review Board shall act in their discretion relative to any reviews or approvals of assignments or transfers of Permits or approvals and, in all cases, such officers may request additional relevant materials, verify that the proposed transfer, assignment, or other conveyance is to a fiscally solvent individual or organization that has the personnel or capability to operate and manage the site in accordance with legal requirements and all Permit or approval requirements. The Code Officer or Review Board may require the transferor or transferee to certify that transferee meets this requirement, together with documentation as to why such certification is accurate and not speculative.

**9.5** Any transfer, conveyance, or assignment of any System or any Permit or approval that is not undertaken and approved (when so required) by these provisions shall be a violation of this law, and no such transfer, conveyance or assignment shall relieve the Permittee from its liabilities or obligations under this law. Despite such violation, acceptance of any transfer, conveyance, or assignment of any System or any Permit or approval constitutes for all purposes the acceptance by such new owner of all of the obligations, terms, limitations and conditions agreed to by the original owner, as fully and effectually as if such transferee-new owner were a Permittee or the original Permittee.

**9.6** Any transfer, conveyance or assignment of any System, Permit, or approval that has been revoked or has expired shall require a review of such Permit renewal and transfer, conveyance, and assignment as if the same were a new application.

**SECTION 10—ENFORCEMENT:** Any violation of this Local Law shall be enforced in accordance with this Chapter, the Code, or applicable law. All provisions of New York State law generally applicable to misdemeanors shall apply to any criminal proceeding brought under this Chapter, and any misdemeanor shall be deemed an unclassified misdemeanor. For purposes of this Chapter, the Town's Justice Court is hereby vested and imbued with jurisdiction to issue administrative and other warrants in compliance with the New York Criminal Procedure Law and administrative codes of the State of New York, as well as to hear and adjudicate claims and allegations relating to the criminal or civil violation of this Chapter and thereafter, if appropriate, impose any fine, penalty, or sanction.

**10.1** Any person or entity that violates any of the provisions of this Chapter shall be guilty of an unclassified misdemeanor. Each week that any noncompliance or violation continues is and may be charged as a separate violation.

**10.2** The application or pursuit of any civil or criminal fine, sanction, or penalty shall not preclude the pursuit of any other remedy by the Town, or be deemed an election of remedies, including but not limited to the right to seek equitable relief. The rights and remedies provided by this Chapter shall not be in lieu of, and shall be in addition to, any other right or remedy available to the Town, whether sounding in enforcement or otherwise.

**10.3** Whenever the Town shall believe from evidence satisfactory to it that there is a violation of this Chapter, the Town may bring an action to enjoin and restrain the continuation of such violation, or to compel compliance with this Chapter and with law. In such action preliminary and final relief may be granted under Article 63 of the Civil Practice Law and Rules and, in connection therewith, the Town shall not be required to: (i) post any bond or undertaking; (ii) prove that there is, or will likely be, irreparable harm; or (iii) demonstrate that the Town has no adequate remedy at law. In such action, the court may also award any damages or other relief requested, including declaring the rights and interests of any parties and imposing any civil penalties.

**SECTION 11—SEVERABILITY:**  The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional must not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which must remain in full force and effect.

**SECTION 12—EFFECTIVE DATE:** This local law shall take effect immediately.

## Resolution 106 of 2023, Public Hearing for Local Law #3 Battery Storage Law

**Motion by: Witmer Second: Kelley-Mackenzie**

Resolved, the Caroline Town Board hereby sets a Public Hearing to hear comments on a proposed Battery Energy Storage Systems Siting Local Law for Thursday, October 19, 2023, at 7 pm at the Caroline Town Hall.

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

## Resolution 107 of 2023, October Business Meeting Date Change

**Motion by: Witmer Second: Kelley- Mackenzie**

Resolved, the Caroline Town Board hereby changes the October Business Meeting to Thursday, October 19, 2023, at 7:00pm at the Caroline Town Hall.

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

## Resolution 108 of 2023, Budget Adjustment Resolution

**Motion by: Witmer Second: Brown**

Resolved, the Caroline Town Board hereby makes the following budget adjustments:

$6,250 Increase A3097 State Aid - Grant Funds A8020.41 Ag & Farm Plan

$1,736.45 Increase A3089 NYSERDA CEC Grant A8989.41 NYSERDA CEC Grant

## Resolution 109 of 2023, Transfer Resolution

**Motion by: Witmer Second: Snow**

**Transfer Resolution (PS = Personnel Services, CE = Contractual, EQ = Equipment)**

Resolved, the Caroline Town Board hereby makes the following budget transfers:

$34,374.99 From A230 Hwy Barn Reserve Fund To A1620.44 Hwy Barn Exp. Acct.

$1,000 From A1620.4 Town Hall CE To A1620.41 Town Hall IT CE

$21,000 From DA5142.1 Snow Removal PS To DA5110.1 Gen. Repairs PS

$500 From DA5130.11 Machinery PS OT To DA5130.1 Machinery PS

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

## Resolution 110 of 2023, Approval of Vouchers for Payment of Town Bills

**Motion by: Witmer Second: Brown**

Resolved, the Caroline Town Board hereby approves payment audited vouchers with the following totals for each fund:

A Fund: $91,053.36

DA Fund: $251,996.04

SL Fund: $326.43

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

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**Budget Workshop**

Sup. Witmer would like to make the Agenda Meeting include the first budget workshop.

## Resolution 111 of 2023, Approval to Hire Ace Security To Change Locks

**Ace Security**

Lock work was less than $500.

Motion: Kelley-Mackenzie Second: Brown

Resolve to approve the key work proposed by Ace Security,

**Motion carried.**

**Ayes: Witmer, Snow, Brown, Kelley-Mackenzie**

**Nays: None**

A motion to adjourn the meeting was made by Supr. Witmer and seconded by Clm. Kelley-Mackenzie and carried unanimously at 8:01 PM.

----**Meeting Adjourned----**

Respectfully Submitted,

Velvet Lyke, Bookkeeper and Assistant to Supervisor