

Special meeting to discuss the proposal for architectural/engineering services for the proposed renovation of the Town Hall offices held by the Town Board of the Town of Homer on Friday, November 17, 2017, in the board room of the Town Hall building was called to order by Supervisor Frederick J. Forbes, Sr., at 11:00 a.m.

PRESENT

Frederick J. Forbes, Supervisor
Larry R. Jones, Councilman
Michael R. Park, Councilman
Barry E. Warren, Councilman
Kevin M. Williams, Councilman
Patrick M. Snyder, Attorney for the Town
Anita W. Jebbett, Town Clerk

OTHERS PRESENT

Randy Crawford, Crawford & Stearns, Architects and Preservation Planners, PLLC
Stephanie Spina, Village resident
Patrick Clune, Village of Homer Trustee
Nick Graziano, reporter, Cortland Standard

PLEDGE OF ALLEGIANCE

Seasonal roads – On motion by Councilman Williams, seconded by Councilman Jones and carried unanimously: **RESOLVED: that Highway Superintendent John R. Phelps has designated certain Town highways and portions of Town highways as seasonal limited use highways and is hereby authorized by the Homer Town Board to temporarily discontinue snow and ice removal and maintenance on those Town highways and portions thereof from December 1st, 2017, to April 1st, 2018 as follows:**

| | |
|-------------------------|---|
| Foster Road | .50 miles |
| Burhans Road | .50 miles |
| Wolf Road | .25 miles |
| Grange Road | .75 mile from Rice Road to Brake Hill Road |
| Brake Hill Road | .50 miles |
| Rice Road | .50 miles |
| Carroway Hill Rd | .25 miles |
| McDonald Road | .25 miles |
| Sessions Hill Rd | 2.50 miles |
| Vern King Road | entire length |
| Maxson Road | 1.70 miles from Sessions Hill |
| Forbes Road | .87 miles |
| Chapman Road | .75 miles |
| Searls Road | .50 miles |
| Dillon Road | .25 miles |

Town Hall Office Renovation – Architect Randy Crawford presented large drawings of the proposed layout of the Town Hall offices which include a center hallway and the assessor and historian offices to be located on the stage. Crawford explained the details of his proposal for his architectural services which includes documentation & investigation, design development, preparing the construction documents, and the bid phase and construction phase of the project. He would also hire qualified contractors to help develop the mechanical, electrical and plumbing scopes, for an extra fee.

There was much discussion about various aspects of the project. Attorney Snyder asked how much the project would interfere with day to day operations and how long it might take. Crawford said that there will be interruptions and that the project could take at least a couple of months. He said that they may be able to go out to bid at the end of January, with work to begin in March.

Stephanie Spina asked if any work would be done to the exterior of the building. Crawford explained that the only change would be at the back of the building where the loading doors on the upper floor would be replaced by windows.

Village Trustee Clune said that the proposed layout is consistent with what he, the Mayor and Village Clerk's Office have agreed to and that he believes that the Town, Village and Assessor are all on the same page.

On motion by Councilman Williams, seconded by Councilman Jones and carried unanimously: **RESOLVED: that the Town hire Crawford & Stearns to provide all necessary architectural services, as outlined in their quote, for the redesign and renovation of the offices in the Town Hall for a fee of up to \$30,000.**

Banking fees – Supervisor Forbes reviewed various fees that have been charged to the Town by Key Bank over the past few years. This matter will be discussed further at the December 6th board meeting.

Highway lighting proposal – On motion by Councilman Williams, seconded by Councilman Warren and carried unanimously: **RESOLVED: that Supervisor Forbes is hereby authorized to request proposals for the retrofitting of the street lights in the Town outside of the Village with LED lights, and for the possible ownership of those lights by the Town.**

The meeting was adjourned at 11:50 a.m.

Anita W. Jebbett
Town Clerk