

Regular Meeting
January 4, 2023

The regular meeting of the Town of Homer Board held on Wednesday, January 4, 2023, in the Town Hall Senior Center, was called to order by Supervisor Frederick J. Forbes Sr. at 6:31 p.m.

PRESENT

Frederick J. Forbes, Sr., Supervisor
Michael R. Park, Deputy Supervisor
Larry Jones, Councilmember
Barry E. Warren, Councilmember
Kevin M. Williams, Councilmember
Patrick M. Snyder, Attorney for the Town
Heather M. Hill, Town Clerk
Brooke L. Poli, Deputy Clerk

OTHERS PRESENT

Patrick Clune, Homer Village Trustee
Donald Ferris, The Homer News
Emmanuel Pothos, Cortlandville Resident
Kevin Fitch, Cortland County Legislator

PLEDGE

MINUTES

On motion by Deputy Supervisor Park, seconded by Councilman Jones, and carried unanimously: **RESOLVED: The minutes of the December 7, 2022, for the meeting were approved as presented.**

MONTHLY REPORTS

Presented for audit by the Town Board were:

1. The Town Clerk's report of all receipts and disbursements for December 2022.
2. The Supervisor's reports of all financial activities through December 2022.
3. The Code Enforcement Officer's report of all building permits issued for December.

BILLS TO BE PAID

General bills were approved as audited by Councilmember Williams, motioned by Councilmember Williams, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: That General Fund vouchers #257 through #290 totaling \$10,166.46 are approved for payment.**

Highway bills were approved as audited by Councilmember Warren, motioned by Councilmember Warren, seconded by Councilmember Williams, and carried unanimously: **RESOLVED: That Highway Fund vouchers #202 through #216 totaling \$226,855.52 are approved for payment.**

NEW HIGHWAY GARAGE TRUCK UPDATE/BUDGET ADJUSTMENT

Supervisor Forbes recommended to make a budget adjustment in the amount of \$112,429.57 and added to the highway fund. Forbes stated if the town board decides to make the adjustment to the budget, it will enable the town to complete the payment for the new highway truck for the remainder amount of \$48,766.12.

On motion Supervisor Forbes, seconded by Deputy Supervisor Park, and carried unanimously: **RESOLVED: That an adjustment be made to the 2023 budget in the amount of**

\$112,429.57 to be added to the highway fund to complete the remaining balance of the new highway truck in the amount of \$48,766.12.

On motion Supervisor Forbes, seconded by Councilmember Warren, and carried unanimously:
RESOLVED: To complete the payment in full of the new highway garage truck in the amount of \$48,766.12.

TOWN HALL FIRE INSPECTION

Supervisor Forbes stated that the town hall was due for a fire inspection. He requested Councilmember Warren to assist Deputy Code Officer Adam Brown with the inspection. Supervisor Forbes asked Councilmember Warren to schedule the fire inspection and assist Deputy Brown.

NYSLRS ROA

Supervisor Forbes informed the board that New York State Retirement System has requested salary employees to submit their hours worked from a past three-month period. Forbes reminded the town board that it has been eight to ten years since they have had salary employees submit their hours and would like this updated. Forbes stated he would have the clerks send the sample form to the town board.

PROPERTY TAX EXEMPTION

Supervisor Forbes wanted to make the town board aware that the state has passed a property tax exemption to volunteer firefighters and ambulance workers. This exemption is being offered through different entities and Forbes stated the village intends to get a list of residents who qualify for the exemption. Legislator Fitch informed them the county has passed the exemption. Forbes said that the town has a policy to mirror what the county has in place.

COURT AUDIT

Supervisor Forbes stated he received a letter from the state reminding the board that the court audit of the judge's records will be due. Councilmember Williams stated that he has completed the audit for many years with Councilmember Jones and requested to have the other board members complete the audit or to outsource the audit. Forbes stated that the court clerks have everything ready for the audit. After much discussion, Supervisor Forbes said he will work on what direction to go.

APPOINTMENTS 2023

On motion by Supervisor Forbes, seconded by Deputy Supervisor Park and carried unanimously:
RESOLVED: that the following appointments and resolutions for 2023 are hereby approved:

Annual Appointments and Resolutions for the year 2023 are as follows:

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|--------------------------------------|---|
| 1. Deputy Supervisor | Michael R. Park |
| 2. Town Meeting Dates | Monthly, 1 st Wednesday after 1 st Tuesday at 6:30 pm |
| 3. Official Newspaper | Cortland Standard |
| 4. Official Depository of Town Funds | FNB of Dryden |
| 5. Attorney for the Town | Patrick M. Snyder |
| 6. Budget Officer | Fredrick J. Forbes Sr. |
| 7. Deputy Highway Superintendent | John Lansdowne |

8. Town Clerk/Tax Collector	Heather M. Hill
9. Registrar of Vital Statistics	Heather M. Hill
10. Deputy Town Clerk/Tax Collector	Brooke L. Poli
11. Deputy Registrar of Vital Statistics	Brooke L. Poli
12. Dog Control Officer	Lindsay Anderson
13. Code Enforcement Officer	Kevin McMahon
14. Deputy Code Enforcement Officer	Adam P. Brown
15. Fire Inspector	Kevin McMahon
16. Deputy Fire Inspector	Adam P. Brown
17. Planning & Zoning Board Member Appointments	Bruce Crandall & Gary Sweeney
18. PB/ZBA Chairman rate per meeting	\$50/Meeting
19. PB/ZBA member rate per meeting	\$30/ Meeting
20. Mileage Allowance for Town Officials	Per Federal Government Allowance
21. Approval to invest surplus funds	Fredrick J. Forbes Sr.
22. Hourly rate for Highway Employees	As per Budget Adopted
23. Bid price for abrasive/salt	NYS Bid Price
24. Bid price for fuel	Cortland County
25. Board of Assessment Review Rate	\$125/Day
26. Appointment of Delegate to Association of Town's Meeting	None
27. Town Historian Appointment	Martin Sweeney
28. Resolution-Salaries as Stated in Budget	Yes
29. Town Board Member's Salaries paid monthly	Yes
30. Resolution-Utility, Comptroller, Health Insurance, and HSA Bills to be Paid Upon Receipt	Yes
31. County Legislators	Kelly Preston Linda Jones Kevin Fitch

PLANNING & ZONING BOARD TRAINING REQUIREMENTS

Supervisor Forbes was approached by one of the zoning board members and asked if the town paid for their time for the required, yearly trainings for the planning and zoning boards. Forbes stated he would like to discuss this further at the February board meeting.

TOWN HALL CARPET UPDATE

Councilmember Warren updated the board stating they have a quote submitted from Osbournes and are waiting to receive a quote from B&B Flooring. Warren stated he has contacted several other companies and has not received any call backs. Councilmember Warren said he is in hopes the town board can make their final decision once B&B Flooring submits their quote.

BOARD MEMBERS AUDIT BILL SCHEDULE

Supervisor Forbes handed out a rotating schedule that the clerks assisted with for the board members to audit the unpaid bills at the town board meetings and the paid bills the following morning.

FINAL RESPONSE TO FIRST HALF OF STATE AUDIT

Supervisor Forbes stated that the Town of Homer has just completed a state audit that started on June 22, 2022. The state has submitted their formal critique for their first half of the findings for the Town of Homer.

The first section is called a conflict of interest and the second section will be disbursements. The town has received the state's response and has filed our original response to their first critique which can be found on the comptroller's website.

Supervisor Forbes informed the board that he completed a survey and was asked if he agreed with their decision. He informed them he did not agree as it was not in the best interests of the town.

Attorney Snyder completed the first draft of a Corrective Action Plan for the town board to review and stated the town board has ninety days to respond.

ETHICS LAW & ETHICS BOARD MEMBERS

Supervisor Forbes stated that the town board needs to appoint new members for a Town of Homer's Ethics Board. Supervisor Forbes brought forward the names of Ryan Dubois, Jo Gilbert, Caleb Leach, and Gary Sweeney as possible candidates. Forbes asked if any town board members had any names they would like to bring forth.

Attorney for the town clarified that the town board members are the ones who appoint the members for the Ethics Board and only one of the members should be a town employee or officer.

Supervisor Forbes reviewed the draft of the Town of Homer's Ethics Law composed by Attorney Snyder. After much discussion, Supervisor Forbes tabled the vote on the Ethics Law until the next meeting. Forbes asked Attorney Snyder to review the draft and make any necessary revisions and updates discussed for the town boards review.

BILLBOARDS SHORT ENVIRONMENTAL ASSESSMENT FORM (SEQR)

Supervisor Forbes stated Attorney Snyder made some minor changes to part one of the SEQR that Mr. Emmanuel Pothos completed. Supervisor Forbes said the objective of part two of the SEQR is to see how it would affect the neighborhood. Snyder stated that the town board would need to complete this section of the SEQR before any decisions could be made before the next step.

Forbes said that he wanted to correct a statement he had made previously about utilizing the billboards for AMBER alerts. He said that the billboards were not able to be used for that purpose and the state has specific signs designated for AMBER alerts through regional DOT.

Forbes said that the town board needs to consider the size and type of the billboards and whether they would be electronic or not. Attorney Snyder said it is solely up to the town board to decide on the size and quantity of billboards, and whether the billboards would be electronic or not.

Supervisor Forbes stated that he did more research concerning the suggested proposed sites for the billboards and discovered they are permitted by law in the designated sights. He also said he would like to see more information on how the billboard lighting looks at both nighttime and daytime.

Forbes said it is the town board's responsibility to do their research to serve the town best. Forbes said he wants the board to do more research to be fair to the public, the business owners, and the residents of the Town of Homer before they make any collective decisions.

ATTORNEY FOR THE TOWN

Attorney Snyder updated the town board that he went to court for a dog case, and this was the third time the person did not show. The Honorable Judge Kruman informed Attorney Snyder that he intends to send a letter from the court.

The county attorney, Victoria Monty, also called him regarding whether he had written a letter concerning the trucks traveling on Parks Road. Snyder stated that he had not written anything as the landfill roads are county roads.

LEGISLATOR

Legislator Kevin Fitch informed the town board that the county is holding a public hearing on January 19, 2023, for the hauler's suggestions and feedback. He also stated the county has been searching for a new planning director and had three candidates but are now back to square one. Fitch stated they are possibly rethinking the planning director position. The town board thanked Legislator Fitch for coming to the meeting.

HIGHWAY SUPERINTENDENT

Not present.

OTHER

As there was no further business, the meeting adjourned at 8:00 p.m.

Heather M. Hill
Town Clerk