

Regular Meeting
April 5, 2023

The regular meeting of the Town of Homer Board held on Wednesday, April 5, 2023, in the Town Hall Board Room, was called to order by Supervisor Frederick J. Forbes Sr. at 6:30 p.m.

PRESENT

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

OTHERS PRESENT

Patrick Clune, Homer Village Trustee
Emmanuel Pothos, Cortlandville Resident
Tim Malchak, Town of Homer Resident
Kelly Preston, Cortland County Legislator
Dave Martin, Homer Resident
Don Ferris, Homer Resident
Liz Arnold, Homer Resident
Karen Dudgeon, Homer Resident
Caoimhe Dudgeon, Homer Resident
Margaret Mellott, reporter, Cortland Standard

ABSENT

Patrick M. Snyder, Attorney for the Town

PLEDGE

MINUTES

On motion by Deputy Supervisor Park, seconded by Councilman Jones, and carried unanimously: **RESOLVED: The amended minutes of the March 8, 2023, 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 March 2023.
2. The Supervisor's reports of all financial activities through March 2023.
3. The Code Enforcement Officer's report on all building permits issued for March 2023.
4. Dog Control Officer's report for March 2023.

BILLS TO BE PAID

General bills were approved as audited by Councilmember Warren, motioned by Councilmember Warren, seconded by Councilmember Williams, and carried unanimously: **RESOLVED: That General Fund vouchers #338 through #359 totaling \$15,357.16 are approved for payment.**

Highway bills were approved as audited by Deputy Supervisor Park, motioned by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: That Highway Fund vouchers #256 through #268 totaling \$16,725.20 are approved for payment.**

DISCUSSION FOR COMBINED PLANNING & TOWN BOARD MEETING

Supervisor Forbes stated that April 19th the Town Board and Planning Board will hold a joint meeting to hear public comments concerning billboards. There will be no public hearing until the Town Board can review their Comprehensive Plan.

NYSLRS STANDARD WORKDAY RESOLUTION-TOWN EMPLOYEES

Town Clerk Hill updated the Town Board that The Office of the New York State Comptroller requires form *RS 2418* called a *Standard Work Day Resolution for Employees* to be submitted to the state for employees enrolled in the New York State and Local Retirement System.

The following standard workday for Town of Homer employees working six hours are as follows: Assessor, Deputy Assessor, Assessor Clerk, Code Enforcement Officer, Deputy Code Enforcement Officer, Court Clerk, Dog Control Officer, Historian, Town Councilmember, Town Justice, and Town Supervisor.

The following standard workday for Town of Homer employees working seven hours are as follows: Town Clerk and Deputy Town Clerk.

The following standard workday for Town of Homer employees working eight hours is as follows: Highway Superintendent.

On motion by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To accept the *Standard Work Day Resolution for Employees RS 2418* form as written and to send it to the Office of the New York State Comptroller for Town of Homer employees enrolled in New York State Retirement System.**

COURT AUDIT REMINDER

Deputy Supervisor Park requested Councilmember Williams to assist him in auditing the Homer Town Court books in June or July of 2023.

TOWN HALL BALCONY STAIRS & FIRST FLOOR

Supervisor Forbes stated they had hourly rates submitted from East River Contracting and Heath Construction & Renovation for renovations at the Town Hall's balcony stairwell, balcony railing, and floor in front of the balcony stairwell. The town stated the cap for the project is \$3,000.00, as stated in the Procurement Policy. The Town Board had requested a third quote but has not received it. The Town Board accepted East River Contracting's lowest hourly rate submission.

On motion by Councilmember Williams, seconded by Deputy Supervisor Park, and carried unanimously: **RESOLVED: To authorize Brett Stevens, owner of East River Contracting, at the hourly rate of \$42.00 to fix the balcony stairs, railing, and floor up to \$3,000.00.**

BUDGET ADJUSTMENTS

Supervisor Forbes stated that the necessary budget adjustment is due to the State Comptroller's audit findings. Deputy Supervisor Park is now unable to receive compensation for serving on the Town Board because of the state's opinion of a conflict of interest. Therefore, it is necessary for the Town Board to generate a budget adjustment.

On motion by Supervisor Forbes, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: To adjust the budget by moving \$2,412.00 from the account of Town Board Personal Services (A1010.1) and \$185.00 from the account of Social Security (A9030.8), in the total amount of \$2,597.00, to the Town Clerk Equipment account (A1410.2).**

CODE ENFORCEMENT OFFICER-VOLUNTEER OPPORTUNITY

Supervisor Forbes stated that Code Officer Kevin McMahon has requested to participate in a volunteer program for natural disasters and requires an employer release form and a Town Board resolution.

On motion by Councilmember Williams, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: To authorize the Town Supervisor to sign the New York State Code Enforcement Disaster Assistance Response (CEDAR) Employer Release Form for Code Officer Kevin J. McMahon to provide volunteer assistance in the disaster response program.**

AUDIT OF REVENUES & APPROPRIATIONS-2022

Supervisor Forbes informed the Town Board that he is required to submit appropriations and revenues to the Town Board by January 20th, 2023. Forbes stated he asked Deputy Supervisor Park to choose income from two months to audit the bills and vouchers. Deputy Park completed Forbes' request and the report is ready to be filed.

On motion by Councilmember Williams, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To receive and file the report from Deputy Supervisor Park who has examined the appropriations and revenues for the Town of Homer for the year of 2022 for the months of April and September.**

TOWN BOARD EMAIL UPDATE

Forbes stated that Deputy Supervisor Park has added a Town of Homer domain and Supervisor Forbes requested that the Town Board members each consider adding one. The cost to add the domains would be approximately \$160.00 per year.

After much discussion, the councilmembers agreed to each have a Town of Homer email set up through Planned First.

HOMER FIRE DEPARTMENT ANNUAL INSTALLATION DINNER

Supervisor Forbes asked if a councilmember could attend the annual Homer Fire Department installation dinner at the Homer Elk's Club to represent the Town of Homer. Councilmember Warren volunteered if his schedule allowed, and Deputy Supervisor agreed to attend if Warren was unable to.

SERVER FOR TOWN HALL OFFICES

Supervisor Forbes stated that the two estimates originally submitted for the purchase and installation of a server for the Town Hall offices have been updated and resubmitted. Forbes also stated that he has sought counsel from others to acquire their feedback on their recommendations.

Deputy Supervisor Park recommended setting up a separate meeting with the two companies to have them explain what would be required for a server for the Town Hall Offices.

HIGHWAY SUPERINTENDENT

Not present.

Supervisor Forbes stated the Highway Superintendent submitted Section 284 agreement for expenditures of the Highway moneys to be filed before the moneys are spent for the Town

Highway. This is an agreement with the Town Superintendent, the Town of Homer, and New York State, with the undersigned members of the Town Board.

The total cost to do all the proposed roads would be \$637,000.00. Superintendent Phelps expects to receive between \$275,000.00 and \$300,000.00 in CHIPS money and has approximately \$127,000.00 rolled over from last year. The superintendent will have to choose how the funding will be spent. See the below estimates for each road.

1 of 1

Find | Next

JOHN PHELPS

Suit-Kote

Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: White Bridge Rd (Off Rte 281 - Little York)

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 3168' x 21' = 7392 SY @ 1 1/2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration: 1 Day

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023. Town to truck material and provide traffic control

Products

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	610	TO	\$74.85	\$0.00	\$45,658.50
						\$45,658.50

Equipment

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	1	DA	\$2,000.00	\$0.00	\$2,000.00
PAVER RENTAL (80917)	Cortland Co	1	DA	\$3,500.00	\$0.00	\$3,500.00
						\$5,500.00

Total Cost = \$51,158.50



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Creech Rd

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 2740' x 22' = 6698 SY @ 1 1/2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023.

Products						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	554	TO	\$74.85		\$41,466.90
						\$41,466.90

Equipment						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	0.5	DA	\$2,000.00		\$1,000.00
PAVER RENTAL (80917)	Cortland Co	0.5	DA	\$3,500.00		\$1,750.00
						\$2,750.00

Total Cost = \$44,216.90



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Briar Hill / Briar Meadow Housing Track

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 5280' x 22' = 12,907 SY @ 1 1/2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023.

Products

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	1,065	TO	\$74.85		\$79,715.25
						\$79,715.25

Equipment

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	1	DA	\$2,000.00		\$2,000.00
PAVER RENTAL (80917)	Cortland Co	1	DA	\$3,500.00		\$3,500.00
						\$5,500.00

Total Cost = \$85,215.25



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Oshea Rd

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 1.2 miles x 21' = 14,784 SY @ 2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration: 2 Days

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023.

Products						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	1,626	TO	\$74.85		\$121,706.10
						\$121,706.10

Equipment						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	1.5	DA	\$2,000.00		\$3,000.00
PAVER RENTAL (80917)	Cortland Co	1.5	DA	\$3,500.00		\$5,250.00
						\$8,250.00

Total Cost = \$129,956.10



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Mead Rd (East End Off Rte 13)

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 1848' x 20' = 4107 SY @ 2" compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023.

Products						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	452	TO	\$74.85		\$33,832.20
						\$33,832.20

Equipment						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	0.5	DA	\$2,000.00		\$1,000.00
PAVER RENTAL (80917)	Cortland Co	0.5	DA	\$3,500.00		\$1,750.00
						\$2,750.00

Total Cost = \$36,582.20



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Maxson Rd (Off Rte 11)

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 1.3 miles x 20' = 15,253 SY @ 2 1/2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: HM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2023001643

Davis Bacon: No

Comments: This estimate is based on March 2023.

Products

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
12.5MM (41849)	Cortland HM	1,992	TO	\$74.85		\$149,101.20
						\$149,101.20

Equipment

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	1.5	DA	\$2,000.00		\$3,000.00
PAVER RENTAL (80917)	Cortland Co	1.5	DA	\$3,500.00		\$5,250.00
						\$8,250.00

Total Cost = \$157,351.20



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Cosmo Height Rd (Off Cosmo Hill Rd)

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 1210' x 21' = 2823 SY USING #1A STONE

Application Rates: .35/10 GAL/SY

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: ST

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2020001752

Davis Bacon: No

Comments: This estimate is based on March 2023.WILL NEED APPROX: 40 TON OF STONE

Products						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
HFMS-2ST 702-3301 (50286)	Cortland Co		980 GL	\$2.17	\$0.32	\$2,440.20
						\$2,440.20

Equipment						
Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co		0.2 DA	\$1,000.00		\$200.00
CHIPPER RENTAL (80927)	Cortland Co		0.2 DA	\$1,708.88	\$0.00	\$341.78
						\$541.78

Total Cost = \$2,981.98



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: Dillon Rd (Off Mead Rd - East
Homer)

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 1.75 miles x 22' = 22,587 SY @ 3 1/2" Compacted

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: CM

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2020001752;2020001748

Davis Bacon: No

Comments: This estimate is based on March 2023. TOTAL TONS NEEDED 4235 (3180 MILLINGS & 1055 2/1 STONE)TOWN TO PROVIDE ALL AGGREGATE AND HAUL TO PAVER. PUG @ TOWN BARN.

Products

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
HFMS-2 702-3301 (50280)	Cortland Co	35,998	GL	\$2.25	\$0.30	\$91,794.90
						\$91,794.90

Equipment

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	2	DA	\$2,000.00		\$4,000.00
PAVER RENTAL (80917)	Cortland Co	2	DA	\$3,500.00		\$7,000.00
PUGMILL RENTAL (80912)	Cortland Co	2	DA	\$2,315.25	\$0.00	\$4,630.50
						\$15,630.50

Total Cost = \$107,425.40



Job Estimate

Salesman: DONALD MCEVOY (#20)

Customer: HOMER TOWN (#1098)
TOWN HALL
31 NORTH MAIN ST
HOMER, NY 13077

Phone:

Fax:

Email:

Contact: John Phelps

Job Location: MacDonald Rd

State Pay Rate: NY Prevailing

Perdiem Job: No

Tax Exempt: Yes

Length/Width/Depth: 2.05 miles x 20' = 24,053 SY USING #1A STONE

Application Rates:

Gallons/Tons:

Date: 3/22/2023

Job Number:

Location/Cost Center: Cortland/Liquid App (0606)

Job Type: ST

Delivery Method: APPLIED (5000)

Escalation:

Escalation Yes/No: Yes

County: CORTLAND COUNTY

Estimated Start Date:

Duration:

PO/D#/Contract:

PRC#: NA;2020001752

Davis Bacon: No

Comments: This estimate is based on March 2023. WILLNEED APPROX: 302 TON (NOT INCLUDED BELOW)

Products

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
HFMS-2ST 702-3301 (50286)	Cortland Co	8,420	GL	\$2.17	\$0.32	\$20,965.80
						\$20,965.80

Equipment

Description	Contract #	Qty	U/M	Unit Price	Escalation	Line Total
ROLLER RENTAL (80931)	Cortland Co	0.5	DA	\$1,000.00		\$500.00
CHIPPER RENTAL (80927)	Cortland Co	0.5	DA	\$1,708.88		\$854.44
						\$1,354.44

Total Cost = \$22,320.24

Forbes received the contract from Cortland County concerning the roads the town plows. Forbes reviewed the cost increases, including gas, salt, and sand, and would like to evaluate what this would cost the town.

Deputy Supervisor Park said the Highway Superintendent was interested in attending a public auction on April 18th to consider purchasing a John Deere Tractor that is available. They discussed the various specs of the tractor and the multiuse it would hold to serve the town.

Currently, Phelps rents a tractor to complete the various necessary jobs for the town and purchasing a tractor could benefit the town financially.

On motion by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: Superintendent Phelps pay fair market value with two additional base line quotes for comparison for the tractor at the upcoming April 18th public auction.**

ATTORNEY FOR THE TOWN

Not present.

LEGISLATOR

Legislator Kelly Preston stated that no one came to speak at the Redistricting Map Public Hearing and the county will be voting on the rendition of the map distributed that was distributed last month to the Town Board. It will then go to legislative vote and to a public referendum in November.

The county voted to make their election commissioners full time positions, which New York State has been proposing for some time.

Preston also stated that Michelle Brown, who served twenty years as an office employee at the Cortland County Board of Elections, was appointed as the Republican Commissioner. They also appointed Patricia Jesset as the Director of Planning.

The county authorized a special contract of \$10,000.00 to assist the county with Renewable Energy which Preston stated was well worth the investment.

OTHER

The Town of Homer's AUD- Supervisor Forbes informed the Town Board that the AUD has been completed by Cahill and Knobel Associates and will be ready to file tomorrow.

Draft Proposed Local Law- Councilmember Williams dispersed to the Town Board members, copies of a draft Proposed Law he worked on for their review.

Crawford Bid Update- Supervisor Forbes stated Crawford and Sterns bid was submitted last week and is more than one million dollars. Mr. Forbes is hoping to use a portion of the ARPA money and there is additional fundings available. Forbes said he is still awaiting a figure, and either way the town will own the plans.

As there was no further business, the meeting was adjourned at 7:41 p.m.

Heather M. Hill
Town Clerk