

Regular Meeting  
May 3, 2023

The regular meeting of the Town of Homer Board held on Wednesday, May 3, 2023, in the Town Hall Board Room, was called to order by Deputy Supervisor Michael R. Park at 6:30 p.m.

**PRESENT**

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

**OTHERS PRESENT**

Kevin Fitch, Cortland County Legislature  
Miles Dudgeon, Homer Resident  
Patrick Clune, Trustee Village of Homer  
Don Ferris, Homer Resident  
Margaret Mellott, Cortland Standard  
Jack Eves, WXHC Homer Radio Station

**ABSENT**

Frederick J. Forbes, Sr., Supervisor  
Heather M. Hill, Town Clerk

**PLEDGE**

**MINUTES**

On motion by Councilman Warren, seconded by Councilman Jones, and carried unanimously:  
**RESOLVED: The minutes of the April 5th, 2023, 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 April 2023.
2. The Supervisor's reports of all financial activities through April 2023.
3. The Code Enforcement Officer's report on all building permits issued for April 2023.

On motion by Councilman Williams, seconded by Councilman Warren, and carried unanimously: **RESOLVED: The Town Clerk, Supervisor, and Code Enforcement Officer's monthly reports for April of 2023, have been received and filed as presented.**

### **BILLS TO BE PAID**

General bills were approved as audited by Councilmember Williams, motioned by Councilmember Williams, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: That General Fund vouchers #360 through #382 totaling \$12,528.60 are approved for payment.**

Highway bills were approved as audited by Councilmember Jones, motioned by Councilmember Jones, seconded by Councilmember Williams, and carried unanimously: **RESOLVED: That Highway Fund vouchers #270 through #284 totaling \$112,951.83 are approved for payment.**

### **1. LEGISLATOR**

Legislator Kevin Fitch updated the Town Board that they met for legislative session and unanimously passed the Redistricting Map and will be placed on the November ballot for the public to vote on. Since the federal government is considering taking the unallocated ARPA funds to balance the budget, Cortland County is considering allocating their ARPA funds to the broad band communications system. The county is proposing to encumber the existing funds towards the renovations of the courthouse.

Mr. Fitch also stated that this Friday is the groundbreaking day for the courthouse and the Supreme Court Justice Masler will be there to speak. The County approved the Sales tax disbursement to go out to municipalities for the apportionment and there is a 3.4 % increase from last year.

May is Mental Awareness month and the county will be working with the state education to try and receive additional funding for the school districts. Cortland County Area Agency on Aging is celebrating older Americans the month of May and emphasizing building stronger communities and encouraging health.

### **2. TOWN HALL FIRE INSPECTION**

Councilmember Warren stated that the Town Hall Fire inspection was completed on April 4, 2023, and there were various minor issues the town needs to comply with. Warren stated he would meet with Beard Electric to address the issues.

### **3. DUMP TRUCK UPDATE**

Deputy Supervisor Park stated the dump truck is completed, but they are still waiting for a box to finalize the truck. Superintendent Phelps is now looking to locate a box within the bid price to expedite the process.

Deputy Supervisor Park also stated they are still waiting for the new pickup truck they ordered, and it should be available next month. Superintendent Phelps sent some equipment to a municipal auction and will decide on whether to accept any of the bids as they come in.

Superintendent Phelps will let the Town Board know what future equipment the Homer Town Garage may need in the future, since there is a possible two year wait on receiving any necessary equipment.

### **4. AUCTION UPDATE – HIGHWAY TRACTOR**

Deputy Supervisor Park stated Superintendent Phelps was unable to attend the auction because he contacted the state and discovered municipalities are only permitted to bid at municipal auctions.

### **5. HOMER/CORTLAND SNOW & ICE REMOVAL AGREEMENT**

The Town Board discussed renewing their existing Snow & Ice Removal Agreement with Cortland County for 2023-2025, which would require the Town of Homer to plow Health Camp Road and East Homer Baltimore Road. The county added a two percent increase this year and there will also be a two percent increase next year. Renewing the agreement would benefit the town and assist the county.

On motion by Deputy Supervisor Park, seconded by Councilman Warren, and carried unanimously: **RESOLVED: To renew and sign the Cortland County Department of Highways 2023-2025 Snow & Ice Removal Agreement.**

### **6. TOWN HALL BASEMENT**

The Town of Homer has a few options to receive accurate bids for the proposed renovations for the Town Hall basement. The first option would be to have Crawford and Stearns prepare blueprints to send out for bid which would cost the town a total of \$77,000.00.

The second option would be to hire Luke Kline to compose an estimate for the overall renovations that would cost the town \$1,000.00. The environmental cost for the project would be the only cost not included in the estimate. There are possible grants the town could obtain, but nothing definite yet.

On motion by Councilmember Jones, seconded by Councilman Warren, and carried unanimously: **RESOLVED: To have Luke Kline compose an estimated cost for the overall renovations to the basement of the Town Hall for \$1,000.00 to better understand the cost of the project.**

## **7. ESTIMATE FOR ENVIRONMENTAL REVIEW**

The Town of Homer received a work quote from Lakeland Environmental Inc. to perform asbestos pre-demolition survey of portions of the lower level of the Homer Town Hall building for the estimated cost of \$2,986.00. The Procurement Policy states since this is a professional service, the town only needs to obtain one quote.

After much discussion, the Town Board decided to table this until Luke Kline submits his estimate of the overall project.

## **8. CAR CHARGING STATIONS AT TOWN HALL**

The Village is proposing the installation of car charging stations at the Town Hall, and currently already has stations located by the basketball courts in the Village.

Village Trustee Pat Clune informed the board of the preliminary cost and proposals they are considering and are requesting the town's feedback. Clune informed the Town Board that if they decide to approve the project, the town would be reimbursed for any electricity used by the stations. The Village would not receive any profit from the project and would be a service to the residents residing in the area.

After much discussion, the Town Board posed a few questions such as what the cost and margins were, if there was a contract and the length of the contract, who owns the equipment, and how many amps are used. Trustee Clune stated he would get back to the Town Board with answers to the posed questions.

## **9. RESIDENT REQUEST TO PARK BOAT AT TOWN HALL PARKING LOT FOR SEASON**

On motion by Councilman Jones, seconded by Councilman Warren, and carried unanimously: **RESOLVED: The future policy is not to permit private vehicle storage at the Town Hall.**

## **10. MEMORANDUM OF AGREEMENT – CORTLAND COUNTY HEALTH DEPARTMENT**

Cortland County Health Department is requesting an agreement for the operation of a closed point of distribution (POD) clinic(s) under the joint management of CCHD and the AGENCY during public health emergencies. This MOA will go into effect only at the request and direction of the CCHD. After some discussion, the Town Board wanted to give Attorney Snyder time to

review the agreement and better understand what the agreement entailed and tabled this until next month.

### **11. TAX COLLECTORS AND RECEIVERS CLERK CONFERENCE JUNE 11<sup>TH</sup> -13<sup>TH</sup> 2023**

Deputy Clerk Poli updated the Town Board on the Town Clerk's Association Conference both clerks attended in Syracuse, New York. She stated it was very informative and helpful and would be interested in attending the yearly conference in the future.

There is a 2023 New York State Association Tax Receivers & Collectors Conference held in Ithaca, New York, June 11 – 14, 2023. The clerks requested to attend, and the cost is \$100.00 per person to commute. The Town Clerk's Office would be closed while the clerks attend the conference.

On motion by Councilman Warren, seconded by Councilman Jones, and carried unanimously: **RESOLVED: To have Town Clerk Hill and Deputy Clerk Poli attend the New York State Association of Tax Receivers & Collectors Conference on June 11-13, 2023. The Town of Homer will cover per clerk, \$100.00 for the registration fee, \$20.00 per day for food expenses, and mileage.**

### **13. BRETT STEVENS BALCONY**

Last month the Town Board approved Brett Stevens to start repairs on the Town Hall balcony up to \$3,000.00 and will start May 8, 2023.

### **14. CDBG MORTGAGE RELEASE NOTIFICATION LETTER**

On motion by Councilman Williams, seconded by Councilman Jones, and carried unanimously: **RESOLVED: To receive and file two CDBG Mortgage Release Notification letters for 98 James Street and 1 Michael Street.**

### **15. PERMA LETTER- LETTER & PERMA RENEWAL AGREEMENT**

Deputy Supervisor Park stated PERMA is requesting assistance in support of two bills currently before the State Legislature which would allow PERMA to continue to offer an Alternative Contribution Program (ACP) that is designed for large public entities and municipal pools.

On motion by Councilman Williams, seconded by Councilman Warren, and carried unanimously: **RESOLVED: To direct Deputy Supervisor Park to write a letter to our Legislator, State Senate, and Assembly, to pass Assembly 52A and Senate 6410 to continue**

**coverage to provide the Town of Homer flexible options for our workers' compensation coverage, to best suit our budgetary needs, including the option of group self-insurance.**

#### **16. MEMORIAL DAY PARADE**

Village Trustee Pat Clune stated the Memorial Day parade will start at 9:00 a.m. on May 29, 2023, and will follow the same route over to the cemetery. Trustee Clune stated emails will be sent to gather attendee information.

#### **17. PINE STREET BRIDGE UPDATE**

Deputy Supervisor Park informed the Town Board that Pine Street Bridge has been yellow flagged again, which means caution. The town had to acknowledge that the bridge has been flagged and will complete a follow up. Highway Superintendent has reached out to our engineer to send a weight rating letter. The Town has an engineer evaluating the bridge and are hopeful it is compliant with the state.

Two years ago, the bridge was flagged and after it was repaired it had a nine-ton rating, which originally was rated for five-ton. Barton & Loguidice wrote a letter to the state and are looking to do the same again. Paul Sweeney, from our bridge committee, forwarded this to the state and included the yellow flag in grant application for Bridge of America and is waiting to hear the outcome of the letter.

#### **18. HIGHWAY SUPERINTENDENT**

Not present.

#### **19. ATTORNEY FOR THE TOWN**

Attorney Snyder stated he is still working on a dog violation through the court with Lindsay Anderson and is working with the Code Officer Kevin McMahon on a use variance application.

#### **20. OTHER**

**CONCERNED RESIDENT ON WOLF ROAD-** Deputy Supervisor Park stated there was a concerned resident on Wolf Road complaining about excessive parking on the road by her house. She has requested the Town of Homer put no parking signs along the road. The Town Board decided to contact Kevin McMahon to see if he could handle the complaint or contact the sheriff or state police to see how to proceed.

**HOMER FIRE DEPARTMENT ANNUAL INSTALLATION DINNER-** Deputy Supervisor Park stated he and Councilmember Warren were unable to attend the Homer Fire Department Annual Installation dinner this year.

As there was no further business, the meeting was adjourned at 7:24 p.m.

Brooke L. Poli  
Deputy Town Clerk