

The regular meeting of the Town of Homer Board held on Wednesday, August 2, 2023, in the Town Hall Board Room, was called to order by Supervisor Forbes 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
Patrick M. Snyder, Attorney for the Town
Heather M. Hill, Town Clerk
Brooke L. Poli, Deputy Clerk

OTHERS PRESENT

Patrick Clune, Trustee Village of Homer
Margaret Mellott, Cortland Standard
Tim Malchak, Homer Resident
Sarah Head, Homer Resident

ABSENT

John R. Phelps, Highway Superintendent

PLEDGE

MINUTES

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

On motion by Councilman Williams, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: The Supervisor's monthly report for June, the Town Clerk's monthly report for July, and the Code Enforcement Officer's Monthly report for July, and the Dog Control Officer's report for June are received, accepted, and filed.**

BILLS TO BE PAID

General bills were approved as audited by Deputy Supervisor Park, motioned by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: That General Fund vouchers #431 through #452 totaling \$47,845.50 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 #313 through #326 totaling \$145,110.17 are approved for payment.**

HISTORIAN CONFERENCE EXPENSES

On motion by Councilmember Warren, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To approve \$100.00 to cover the expenses of Town Historian Martin Sweeney to attend the Association of Public Historians of New York State in Ithaca, New York.**

VOTE ON CAP

On motion by Deputy Supervisor Park, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To approve the Town of Homer's Corrective Action Plan (CAP) composed letter response and send back to the state.**

POLICE DEPARTMENT RENT

Supervisor Forbes stated he and Mayor McAbe have discussed rent for the Village Police Department. Supervisor Forbes also stated he approached Cortland County for funding through Shared Services Agreement to assist saving money for the Village.

The Town Board reviewed various details such as what the Village currently pays for rent and if the town was ready to compose a contract. After much discussion, the Town Board came to an agreement.

On motion by Deputy Supervisor Park, seconded by Councilmember Williams, and carried unanimously: **RESOLVED: There would be no charged rent for the Village Police Department for the year of 2024.**

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS ACCOUNT

Supervisor Forbes informed the Town Board that one of the homeowners through the CDBG Grant sold her house prior to the expiration of her contract. In the agreement, if you sell your home or move before your agreed contract expires, the resident must reimburse the town a portion of the grant amount.

The stated resident issued payment of \$2,865.00 to the town and Supervisor Forbes opened a standalone savings account, which cannot be accessed until the state closes their book of business for the year. The funds would be accessible to the town in May 2024.

REARRANGE TOWN CLERK'S OFFICE

Supervisor Forbes stated that he would like to propose rearranging the Town Clerk's office and the installation of a gate in the Town Clerk's office to make it more efficient. Deputy Supervisor Park also added they had discussed installing an additional door in the Supervisor's office for the safety of Town of Homer employees and possibly replacing the Supervisor's office door.

On motion by Supervisor Forbes, seconded by Councilmember Warren, and carried unanimously: **RESOLVED: To approve up to \$500.00 to start rearranging the Town Clerk's office.**

TOWN ATTORNEY FOR 2024

Supervisor Forbes stated that Attorney Snyder has been with the Town of Homer for twenty years and the town will need to start reviewing resumes for potential candidates for a replacement in 2024. The town stated that finding a replacement for Attorney Snyder would be a difficult task and hard to find someone to fill his shoes. Attorney Snyder will assist in reviewing resumes to help the Town of Homer with their search.

LIGHTS IN ELEVATOR ADDITION

Supervisor Forbes stated that seven light fixtures located in the Town Hall need to be replaced and the light bulbs are outdated and require a specific bulb. Supervisor Forbes asked Councilmember Warren to research whether the light fixtures should be replaced and/or if replacement bulbs could be located. The town could then decide how to proceed with the current lights.

BEARD ELECTRIC PROGRESS REPORT

Supervisor Forbes updated the Town Board on Beard Electric's progress addressing the recommendations and findings from the completed fire inspection. Forbes stated that Beard Electric installed an electrical outlet in the front entrance of the Town Hall, replaced two plastic coverings in the boiler room, installed and repaired nine exit lights, and still have a few items remaining to be completed.

PLANNING BOARD – BILLBOARDS

Supervisor Forbes said he attended the Planning Board meeting and said the Town Board should consider compiling a committee to review the Town of Homer's Comprehensive Plan and Zoning Law. Some board members felt like this process has already consumed an unreasonable amount of time.

Attorney Snyder suggested asking the Planning Board for their recommendations and the Town Board could either accept or reject their recommendations, which would allow the Planning Board to provide the town with their feedback.

After much discussion, the Town Board decided to hold a special meeting on August 16, 2023, at 6:30 p.m. to discuss how they would like to proceed.

NEW COMPUTER FOR 2024 TOWN SUPERVISOR

Supervisor Forbes stated a new laptop needs to be purchased for upcoming 2023 Supervisor. The Town Board reviewed and discussed three quotes and decided to accept the quote from Computer Outlet North. for a new HP Laptop PC, which includes the installation and software.

On motion by Councilmember Williams, seconded by Councilmember Jones, and carried unanimously: **RESOLVED: To accept Computer Outlet North's quote of \$649.00 for the installation and purchase of a new laptop computer for the 2024 Town Supervisor.**

LAKELAND CONTRACT FOR ASBESTOS

Attorney Snyder stated he reviewed the Contract composed by Lakeland Environmental, Inc. for testing for asbestos in the Town Hall basement. Attorney Snyder recommended on page two of the contract, to remove the following:

The client/customer agrees to indemnify, exonerate, and hold Lakeland Environmental Inc./Major Design Group, Inc. and its owners and assigns harmless against loss, damage, or expense, by reasons of suits, claims, demands, judgements, and causes of action for personal injury, death, or property damage rising out of or in any way in consequences of the performance of all work undertaken by Lakeland Environmental Inc./Major Design Group Inc.

Supervisor Forbes stated he would contact Stephen Major from Lakeland and ask if they would make the suggested revisions to the contract. Of the three bids, Lakeland Environmental was the lowest submitted bid.

On motion by Deputy Supervisor Park, seconded by Councilmember Jones, Park- Aye, Jones- Aye, Forbes- Aye, Warren- Aye, Williams- Nay: **RESOLVED: The Lakeland Environmental, Inc. Contract would be accepted contingent on the Town Attorney's recommendation of the removal of the above from the contract.**

HIGHWAY SUPERINTENDENT

Deputy Supervisor Park updated the Town Board that the Highway Department is ahead of schedule and has completed all their roads. CHIPS covered all but approximately \$10,000.00, which will be covered by the funds already allocated in the budget.

In addition, the Homer Highway Garage partnered and assisted the County, other towns, and the Village with the completion of some of their projects.

Deputy Supervisor Park also updated that all the new trucks are in, and Superintendent Phelps is currently planning and assessing the future needs of the highway garage. Phelps recommended the town's Payloader would need to be updated next year, and Supervisor Forbes said he would add it to the future budget.

TOWN ATTORNEY

Attorney Snyder stated that Lindsay Anderson was unable to attend the last Planning Board meeting, so he would complete and submit the minutes from the meeting. He had no other business to update the Town Board with.

OTHER

Senior Center Supplies- Supervisor Forbes informed the Town Board that he discussed the items located in the Senior Center with the Office of the Aging and they stated the town could keep any items remaining.

The Town Board discussed various options the town might consider such as holding an auction or contacting the Village to see if they could utilize any of the items. Supervisor Forbes stated he could contact the seniors and review what the seniors would like to utilize in the future and what they no longer would need.

On motion by Supervisor Forbes, seconded by Deputy Supervisor Park, and carried unanimously: **RESOLVED: To approach the seniors and discuss what items the seniors could utilized in the future and what items they would no longer need and then discuss how to proceed.**

Insurance Quotes- Supervisor Forbes stated that the town has received insurance premiums from Bailey Place and the new rates increased approximately five percent from last year. Supervisor Forbes stated the largest increase was the Crime Policy which went from \$836.00 to \$1449.00. Supervisor Forbes reviewed and discussed other various aspects of the insurance quote and stated for the first time the Cyber Policy quote was added for the Town Board's review.

The Crime Policy and OCP Policy were approved in the General Bills and the remainder balance will be paid once Bailey Place sends the finalized policy to Supervisor Forbes to sign.

On motion by Deputy Supervisor Park, seconded by Councilmember Williams, and carried unanimously: **RESOLVED: To approve new insurance premium for \$41,744.85 for the year 2024.**

As there was no further business, the meeting was adjourned at 7:25 p.m.

Brooke L. Poli
Deputy Town Clerk

