

The Special Meeting of the Homer Town Board was held at the Town Hall located at 31 North Main Street in the Village of Homer, on Wednesday, July 17, 2024, in the Town Hall Senior Center, with Supervisor Park presiding.

Members Present:

Supervisor, Michael R. Park,
Deputy Supervisor, Barry E. Warren
Councilmember, Sarah E. Head
Councilmember, Caleb J. Leach
Councilmember, Kevin M. Williams

Others Present: Town Attorney, Daniel J. Ellis II; Town Clerk, Heather M. Hill; Deputy Town Clerk, Brooke L. Poli; Village Trustee, Patrick Clune; Code Enforcement Officer, Kevin McMahan; Residents: Tim Malchak; Caoimne Dudgeon; Miles Dudgeon; Rob Barredo; Maria L. Barredo; Michael Broughton; Nancy Dafoe; Cheryl Barredo; Gary Lawrence; Karen Dudgeon; Jo Ann Dukelow; and Ward Dukelow.

Supervisor Park called the special meeting to order and opened with the Pledge of Allegiance.

MONTHLY MEETING MINUTES

Deputy Supervisor Warren made a motion, seconded by Councilmember Head, to approve the Draft Abbreviated Town Board Minutes of July 10, 2024. All voting aye, the motion was carried.

WRITTEN DEPARTMENT REPORTS

Councilmember Williams made a motion, seconded by Councilmember Leach, to receive and file the following monthly reports as presented:

1. Town Supervisor - June 2024
2. The Code Enforcement Officer- June 2024
3. The Dog Control Officer- June 2024
4. Town Clerk- June 2024

All voting aye, the motion was carried.

MONTHLY MEETING MINUTES- ZONING BOARD OF APPEALS/PLANNING BOARD

Councilmember Leach made a motion, seconded by Councilmember Williams, to receive and file as presented the Planning Board Minutes of June 2024. All voting aye, the motion was carried.

PRIVILEGE OF THE FLOOR

Supervisor Park offered privilege of the floor to anyone who would like to speak or have any questions for the town board. A member of the public read a statement that raised concerns about potential conflicts of interest involving town board members in relation to the proposed billboards. A copy of his statement was given to the clerks to file in the Town clerk's office.

AGENDA ITEMS

Town Clerk Hill provided updates and changes for the DEC hunting, trapping, and fishing licenses sales for the 2024-2025 season. The state no longer will provide licensing agents with valeron paper and will change to plain printing paper instead. The clerks are also working on genealogical requests for births and marriages and had nothing further to report.

Code Enforcement Officer McMahan discussed some challenges of dealing with vacant and unsafe properties, and the need for a local law to address these issues. McMahan stated having the town's support would be beneficial and help assist with the process of enforcing safety. Attorney Ellis presented a draft of Local Law #1 of 2024, that addresses the Code Officer's issues and concerns with unsafe structures and property in the town. All board members received a hard copy of the draft law. After much discussion, the town board decided to hold a public hearing at the next town board meeting.

On motion by Councilmember Leach, seconded by Deputy Supervisor Warren, to hold a public hearing on August 14, 2024, at 6:30 p.m. to discuss a draft Local Law #1 of 2024, concerning unsafe structures; All voting aye, the motion was carried: **RESOLVED: to hold a public hearing on August 14th, 2024, at 6:30 p.m. to discuss a draft Local Law #1 of 2024 for unsafe structures in the Town of Homer.**

Supervisor Park discussed in detail the revisions he and Attorney Ellis worked on for the Town of Homer's Personnel Policy with the Town Board.

RESOLUTION # 9 TO ACCEPT AND ADOPT THE TOWN OF HOMER'S REVISED PERSONNEL POLICY.

Motion by Councilmember Williams

Seconded by Councilmember Head

VOTES: AYE- Park, Warren, Williams, Leach, Head; NAY – 0

WHEREAS, the Town of Homer recognizes the importance of maintaining an updated, efficient, and transparent personnel policy to ensure fair treatment, safety, and order in the workplace, and to comply with state and federal regulations; and

WHEREAS, it is essential and required by law to periodically review and update personnel policies to align with evolving legal requirements, industry best practices, and the changing needs of the community; and

WHEREAS, the Town Board has thoroughly reviewed the proposed updates to the personnel policy, taking into consideration input from relevant stakeholders.

Now, therefore, be it resolved by the Town Board of the Town of Homer as follows:

1. The updated personnel policy, as presented to the Town Board and attached hereto, is hereby adopted in its entirety, with the addition of the following language to Section 13 Vacations: The required four week notice period for vacation time may be shortened upon approval from the department head on a case-by-case basis if work schedules permit.
2. The Department Heads are directed to ensure that the updated personnel policy is distributed to all relevant departments, officials, and personnel.
3. All previous personnel policies or provisions that conflict with the updated policy are hereby repealed.
4. The Town Supervisor is authorized to take any necessary administrative actions to implement the updated personnel policy effectively, including but not limited to the establishment of procedures, guidelines, and training programs for town employees.
5. This resolution shall take effect immediately upon adoption.

RESOLVED FURTHER, that the Town Clerk is hereby directed to certify the adoption of this resolution and to cause it to be filed in the office of the Town Clerk as a public record.

Attorney Ellis reviewed the ATV Law and stated under vehicle and traffic law it is generally illegal to open town roads to ATV access on highways. There was discussion on the possibility of opening town roads to ATV and side-by-side use. Attorney Ellis stated that he does not see any circumstances where the town could open town roads for ATV use unless there were established off-road riding areas that were open to the public and town roads were the only way to access the public offroad riding areas. The Town Board stated they will take no action now, but if there is something that arises in the future the town board will look at available changes.

Supervisor Park reviewed the plan of action presented by Hunt Engineers for Ayers Road Bridge off Cold Brook Road. It was reported nothing major is wrong with the bridge, but a scouring issue and the plan to address it with riprap to control water flow was discussed.

Supervisor Park stated the exterior painting of the town hall, and the new addition of larger lettering on the front doors has been completed. There was an informational bulletin board that was installed on the outside of the town hall.

Discussion occurred on an updated price the town obtained for a new 10-wheeler dump truck they considered purchasing. A decision to refurbish the existing equipment instead was determined, as the expense was too high to consider.

The Town Board discussed the unsuccessful bridge grant application for Wall Street Bridge and the need to revisit the bridge replacement plans.

Discussion occurred on the issues with the power failures caused by the storms in the area which has affected the town's elevator. Park stated he would like to obtain proposals to

install a full-time emergency natural gas generator for the building to ensure continuous power during power outages, especially with the police department moving into the building.

Supervisor Park reviewed a proposed \$3,000.00 annual maintenance and inspection contract with Schindler. Given the companies responsiveness and reasonable pricing compared to other companies, the town board discussed the proposal. This would be a professional service and meets the procurement policy requirements.

Councilmember Williams made the motion, seconded by Councilmember Leach, to approve the Schindler Maintenance Annual Contract in the amount of \$3,000.00. All voting aye, the motion was carried: **RESOLVED: To approve the Schindler Maintenance Annual Contract and remit payment in the amount of \$3,000.00.**

Supervisor Park stated Phillips Landscaping completed their landscaping work around the town hall and will spray the lawn in the upcoming months.

Discussion occurred on the town's assessment values dropping to 63% and the need to bring them back to 100% and proposed to have Assessor Brian Fitts discuss this at the next board meeting. The Town Board reviewed the possibility to raise the income threshold for senior veteran's tax exemptions to assist residents to stay in their homes.

An update was given on the resolution approved for Thoma Development Comprehensive Plan Grant, and the need for committees to be formed once the grant is received.

As there was no further business, the meeting adjourned at 8:08 p.m.

Respectfully Submitted,

Brooke L. Poli
Deputy Town Clerk

DRAFT