

## SPECIAL TOWN BOARD MEETING

The Regular Meeting of the Town Board of the Town of Cortlandville was held at the Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York, with Deputy Supervisor Proud presiding.

Members present:	Deputy Supervisor, John C. Proud
	Councilman, Theodore V. Testa
	Councilman, C. Randolph Ross
	Councilman, Douglas E. Withey
	Town Clerk, Kristin E. Rocco-Petrella

Absent:	Supervisor, Richard C. Tupper
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Others present were: Town Attorney, John A. DelVecchio; Deputy Town Clerk, Amanda Rainbow; Supervisor Elect, Thomas A. Williams.

Deputy Supervisor Proud called the special meeting to order.

Councilman Testa made a motion, seconded by Councilman Withey, to approve the Draft Town Board Minutes of November 20, 2019. All voting aye, the motion was carried.

Councilman Testa made a motion, seconded by Councilman Withey, to approve the amended Town Board Minutes of December 4, 2019. All voting aye, the motion was carried.

The Draft Town Board Minutes of December 18, 2019 were presented to the Board for their review.

RESOLUTION #291	AUTHORIZE SUPERVISOR TO SIGN PURCHASE ORDER #0140
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Motion by Councilman Testa	
Seconded by Councilman Ross	
VOTES: AYE – Proud, Testa, Ross, Withey	NAY – 0
ABSENT – Tupper	
ADOPTED	

BE IT RESOLVED, The Town Board does hereby authorize and direct the Supervisor to sign Purchase Order #0140 submitted by Water & Sewer Sup't. Alteri to be paid to Randolph Well & Pump for the emergency replacement of the well pump and motor for the Town Hall HVAC system, for the total cost of \$10,645.00.

Deputy Supervisor Proud moved agenda item D, "authorization to pay bills", to the end of the meeting to allow time for the Board to complete their review.

Deputy Supervisor Proud acknowledged that there were no requests for privilege of the floor.

Councilman Testa made a motion, seconded by Councilman Withey, to receive and file the monthly report of the Town Clerk for the month of November 2019 (presented to the Supervisor on December 4, 2019). All voting aye, the motion was carried.

Councilman Withey made a motion, seconded by Councilman Testa, to receive and file the monthly report of Justice Casullo for the month of November 2019, and of Justice LeFevre for the month of November 2019. All voting aye, the motion was carried.

Under old business, Councilman Withey asked whether the list of names of the ad-hoc committee for the Gutchess Lumber Sports Complex (GLSC) had been compiled yet. He requested the names and email addresses of the members. Councilman Ross asked whether it was possible for three Town Board members to attend the committee meetings at once without the meeting being considered a board meeting. Attorney DelVecchio indicated that he would research the question. Deputy Supervisor Proud agreed that the point of the committee must be straightened out. Councilman Testa stated that the Town Board is responsible for the park rather

than the committee. With respect to funding opportunities, Councilman Testa said that although the Town was not selected for funding, it's grant application for the GLSC was one of the final three considered for a \$5 million grant. He urged the Town to keep applying.

Under new business, Town Clerk Rocco-Petrella asked the Board to acknowledge the appointment of Abigail Albro as a Deputy Town Clerk, and to authorize the salary and benefits effective January 7, 2020. Town Clerk Rocco-Petrella was pleased that Ms. Albro would be joining her team and working for the Town.

RESOLUTION #292                      AUTHORIZE SALARY AND BENEFITS FOR ABIGAIL C.  
ALBRO AS AN APPOINTED DEPUTY TOWN CLERK FOR  
THE TOWN OF CORTLANDVILLE

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Motion by Councilman Ross

Seconded by Councilman Testa

VOTES: AYE – Proud, Testa, Ross, Withey                      NAY – 0

ABSENT – Tupper

ADOPTED

WHEREAS, a vacancy occurred in the office of the Town Clerk for a Deputy Town Clerk position, and

WHEREAS, Town Clerk, Kristin E. Rocco-Petrella has appointed Abigail C. Albro of 1800 Lighthouse Hill Road, Cortland, New York to the position of Deputy Town Clerk for the Town of Cortlandville, to be effective January 7, 2020, therefore

BE IT RESOLVED, the Town Board does hereby agree to and authorize the salary of \$35,000 for Abigail C. Albro, with an additional \$500.00 after 6 months and \$500.00 at her one-year anniversary, along with full-time benefits, and it is further

RESOLVED, the appointment of Abigail C. Albro as Deputy Town Clerk is hereby acknowledged.

Also under new business, Attorney DelVecchio stated that it was a privilege and an honor to work with the outgoing members of the Board, Councilman Ross and Councilman Proud. He thanked the Board for the opportunity to serve as the Town Attorney.

There was a brief discussion regarding the appointed position of Town Attorney. It was mentioned that the next Town Planning Board and Zoning Board of Appeals meetings would be held prior to the Town Board's 2020 Organizational Meeting, in which the appointments are typically made. After discussion, the Board agreed to schedule a Special Town Board Meeting for January 2, 2020 for the sole purpose of appointing a Town Attorney.

RESOLUTION #293                      SCHEDULE SPECIAL TOWN BOARD MEETING FOR  
JANUARY 2, 2020 FOR THE PURPOSE OF APPOINTING A  
TOWN ATTORNEY

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Motion by Councilman Ross

Seconded by Councilman Testa

VOTES: AYE – Proud, Testa, Ross, Withey                      NAY – 0

ABSENT – Tupper

ADOPTED

BE IT RESOLVED, the Town Board does hereby schedule a Special Town Board Meeting for Thursday, January 2, 2020 at 4:00 p.m. at the Raymond G. Thorpe Municipal Building, for the purpose of appointing a Town Attorney.

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RESOLUTION #294                      APPOINT DELEGATE AND ALTERNATE TO VOTE AT  
THE ASSOCIATION OF TOWNS ANNUAL MEETING

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Motion by Councilman Ross

Seconded by Councilman Testa

VOTES: AYE – Proud, Testa, Ross, Withey

NAY – 0

ABSENT – Tupper

ADOPTED

BE IT RESOLVED, Supervisor Thomas A. Williams is hereby appointed as Delegate, and Town Clerk Kristin Rocco-Petrella, is hereby appointed as Alternate, to represent the Town of Cortlandville at the Annual Association of Towns Training School and Meetings in New York City, to be held February 16-19, 2020.

Councilman Withey made a motion, seconded by Councilman Ross, to receive and file correspondence from New York State Empire State Development, dated December 19, 2019, regarding the grant award of up to \$200,000 for the Gutches Lumber Sports Complex Phase 2, CFA #92408. All voting aye, the motion was carried.

Deputy Supervisor Proud mentioned that the grant paperwork for the Gutches Lumber Sports Complex must be completed and submitted to Empire State Development by January 17, 2020.

Councilman Ross made a motion, seconded by Councilman Testa, to receive and file the Renewal Applications for the Mobile Home Park Permits of Cortland MHP Associations, Inc., for property located at 1030-1038 Route 13, tax map #96.09-04-09.000, and for property located at 1054 Route 13, tax map #96.09-04-10.000. All voting aye, the motion carried.

Councilman Withey made a motion, seconded by Councilman Testa, to recess the Regular Meeting to review the bills. All voting aye, the motion was carried.

The meeting was recessed at 10:32 a.m.

The meeting reconvened at 10:49 a.m.

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RESOLUTION #295                      AUTHORIZE PAYMENT OF VOUCHERS – DECEMBER

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Motion by Councilman Withey

Seconded by Councilman Testa

VOTES: AYE – Proud, Testa, Ross, Withey

NAY – 0

ABSENT – Tupper

ADOPTED

BE IT RESOLVED, the vouchers submitted have been audited and shall be paid as follows:

Funds A, B, DA, DB, HG, SF, SS, SW	Voucher #1941-1990		
	General Fund A	\$	29,401.70
	General Fund B	\$	486.61
	Highway Fund DA	\$	0.00
	Highway Fund DB	\$	49,039.95
	Gutches Lumber SC Project HG	\$	0.00
	C'Ville Fire District SF	\$	0.00
	Sewer Fund SS	\$	9,571.27
	Water Fund SW	\$	10,129.25
Funds CD1, CD3, CD4	Voucher #(None)		
	BMills Rehab CD1	\$	0.00
	Town Wide Rehab CD3	\$	0.00
	Business Devl CD4	\$	0.00
Funds TA, TE	Voucher #47-49		
	Trust & Agency TA	\$	45,584.15
	Expendable Trust TE	\$	0.00

No further comments or discussion were heard.

Councilman Withey made a motion, seconded by Councilman Testa, to adjourn the Regular Meeting. All voting aye, the motion was carried.

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

*Kristin E. Rocco-Petrella*

Kristin E. Rocco-Petrella, RMC  
Town Clerk  
Town of Cortlandville

\*Note: The draft version of this meeting was submitted to the Town Board for their review on January 25, 2019.  
The final version of this meeting was approved as written at the Town Board meeting of February 5, 2020.