

SPECIAL TOWN BOARD MEETING

WORKSHOP

The Special 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 Supervisor Tupper presiding.

Members present:

Supervisor, Richard C. Tupper
Councilman, John C. Proud
Councilman, John P. Reynolds
Councilman, Theodore V. Testa
Councilman, Douglas E. Withey
Town Clerk, Kristin E. Rocco-Petrella

Others present were: Town Bookkeeper, Marcia Hicks; Assistant Town Bookkeeper, Megan Johnson; Water & Sewer Sup't. Peter Alteri, Jr.; Deputy Town Clerk, Patty Romer; and Town resident, Pam Jenkins.

Supervisor Tupper called the Special Meeting to order to review and discuss various matters as requested at the Town Board Meeting of July 11, 2018 including the following: Town finances, Town Budget, County Sales Tax, LED Street Lighting, video recording board meetings, upgrading the electronics for the court room/meeting room, water resiliency, and the use of salt on Town roads.

The Board members received the six-month analysis reports of revenues and expenditures as provided by the Bookkeeper to use as a reference for the financial discussion. Supervisor Tupper explained the reports in detail and stated all accounts are balanced to date. Covered within the realm of financial discussion was Town equipment and specifically the need for adding funding to the Town Highway equipment fund which was cut during the 2018 budget process; Gutches Lumber Sports Complex and the 5-year BAN and future payments due; and the County sales tax issue.

Supervisor Tupper explained the sales tax negotiations and how the city, towns and villages would be affected for 2019. While the County would see an increase in the percentage of sales tax revenue, the towns and villages would see a decrease. Supervisor Tupper explained the Town could see a decrease in approximately \$100,000 of sales tax revenue, however was hopeful that with inflation the Town would fare better in future years. For the 2018 budget year, he anticipated that the sales tax revenue would be approximately \$200,000 over what was budgeted for revenue, however that would not be case in 2019. Supervisor Tupper planned to hold a department head meeting to discuss sales tax and budget accounts, and specifically .1 accounts. Councilman Proud suspected the Town would have an increase in the tax rate for 2019, and added that there should be discussions at future Board meetings regarding the matter to keep the public informed.

Bookkeeper, Marcia Hicks apprised the Board they would soon be receiving the Audit report for 2017. She and Supervisor Tupper agreed it was a very clean audit. She also informed the Board that books are closed through June 2018 and that she would start the budget process in July 2018. Department Heads would receive their worksheets shortly thereafter. Bookkeeper Hicks commented on the Highway Equipment fund and suggested the Board consider adding \$100,000 to the fund if there is an excess of sales tax revenue.

Supervisor Tupper and the Board applauded Highway Sup't. Bassett for his ability to reduce expenditures this year, noting a decrease in overtime expenditures and a reduction in the use of salt. Councilman Withey commented on the importance of keeping up on equipment purchases. He stated that Town may have new equipment and trucks, however with such purchases comes warranties and less maintenance. Councilman Proud stressed that 2019 would be a difficult budget year.

The subject of the Source Water Protection Grant was discussed. Councilman Proud explained that the 2018 applications were due by the end of July. The Town planned to apply for such grant to be used to purchase property on Lime Hollow Road from Gutches Lumber to protect the Town's wells. Councilman Proud was in contact with Gutches Lumber and they were not in the position to convey the property at this time. He suspected the Grant would be available in 2019 and would revisit the possibility to make application for next year.

Councilman Proud also spoke in regards to what he referred to as the Water Resiliency Project. The Town has three wells; two at Lime Hollow and one on Terrace Road. Approximately 800,000 gallons of water is pumped daily. If a pump were to go down, alternate

methods of obtaining water need to be discussed. Neighboring towns and villages, and specifically the Village of McGraw and Village of Homer, are financially not in a position to tie into the City for surplus water. The major concern was the impact on industries such as Byrne Dairy and future developments requiring more water or the consequence to them if a failure were to occur. A meeting with CHA and Water & Sewer Sup't., Peter Alteri Jr. was recommended to consider solutions and approximate costs.

Town Clerk Rocco-Petrella excused herself from the workshop at 10:30 a.m. at which time Deputy Town Clerk Romer took over.

In relation to the video recording of Town meetings for the public, it was recalled that due to technical difficulties with Spectrum, Sharon Stevans would no longer be able to record Town meetings. In recognition of the importance of providing public access to Town meetings, several options were discussed. Supervisor Tupper contacted Bob Beard from Cortland Electronics for guidance and the possibilities to accomplish recording the meetings. The subject would be revisited at a later date.

The topic of LED street lighting was reviewed. The Board understood that LED would be extremely beneficial in cost savings and to proper lighting. It was agreed that cost comparisons need to be conducted and presentations from companies solicited. Town resident, Pamela Jenkins had a recommendation for a company (Smart Watt) and would provide the Town with contact information.

Councilman Withey spoke about salt used on roads causing an increase in sodium levels in the water. Although the levels are still below the threshold, he suggested the topic to be one that stays in review. Water and Sewer Sup't Peter Alteri informed the Board that he graphs every year. Councilman Proud requested a projection when graphs are done.

Discussion concluded and dialogue would continue in future workshops.

Councilman Proud made a motion, seconded by Councilman Reynolds, to adjourn the Special Meeting. All voting aye, the motion was carried.

The Special Meeting was adjourned at 11:05 a.m.

Respectfully submitted,



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 July 26, 2018.

The final version of this meeting was approved as written at the Town Board meeting of August 1, 2018.