

PUBLIC HEARING NO. 1

2018 PRELIMINARY BUDGET

A Public Hearing was held by the Town Board of the Town of Cortlandville at the Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York, concerning the 2018 Preliminary Budget.

Members present:

Supervisor, Richard C. Tupper  
Councilman, Theodore V. Testa  
Councilman, John C. Proud  
Councilman, Gregory K. Leach  
Councilperson, Kristin E. Rocco-Petrella  
Town Clerk, Karen Q. Snyder, RMC

Others present were: Deputy Highway Sup't. Glenn Bassett; Town Residents; John Reynolds, Pam Bassett, Doug Withey, Barb Leach, Andrea Niggli; Ann Doyle, City of Cortland resident; Richard Cunningham representing Thoma Development; George Phillips, Southern Tier Regional Director of RECLAIM New York; Sharon Stevans from Channel 2, Access TV and Robert Crennan from the *Cortland Standard*.

Supervisor Tupper called the Public Hearing to order.

Town Clerk, Karen Q. Snyder read aloud the Legal Notice as published, posted and filed.

Supervisor Tupper offered privilege of the floor to those in attendance.

Douglas Withey was the only person to comment on the 2018 Preliminary Budget. He asked the Board what they would have wanted to see remain in the budget that they could not include without going over the tax cap.

Supervisor Tupper response to Mr. Withey was \$300,000.00 was taken out of the equipment of the Highway Department. By doing this the Board managed to stay under the tax cap. Being the largest department of the Town this department also takes the biggest hit.

Councilperson Rocco-Petrella recognized Highway Sup't., Carl Bush for being very in-tune with what equipment needs to be repaired or replaced. He has a program in place for replacing and repairing equipment, so he is aware of what was coming up.

With no other comments or discussions heard, the Public Hearing was closed at 5:05 p.m.

PUBLIC HEARING NO. 2

ROYAL NISSAN OF CORTLAND, INC. CDBG GRANT APPLICATION

A Public Hearing was held by the Town Board of the Town of Cortlandville at the Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York, concerning the 2017 NYS Office of Community Renewal (CDBG) Economic Development Grant application of Royal Nissan of Cortland, Inc.

Members present:

Supervisor, Richard C. Tupper  
Councilman, Theodore V. Testa  
Councilman, John C. Proud  
Councilman, Gregory K. Leach  
Councilperson, Kristin E. Rocco-Petrella  
Town Clerk, Karen Q. Snyder, RMC

Others present were: Deputy Highway Sup't. Glenn Bassett; Town Residents; John Reynolds, Pam Bassett, Doug Withey, Barb Leach, Andrea Niggli; Ann Doyle, City of Cortland resident; Richard Cunningham representing Thoma Development; George Phillips, Southern Tier Regional Director of RECLAIM New York; Sharon Stevans from Channel 2, Access TV and Robert Crennan from the *Cortland Standard*.

Supervisor Tupper called the Public Hearing to order.

Town Clerk, Karen Q. Snyder read aloud the Legal Notice as published, posted and filed.

Supervisor Tupper offered privilege of the floor to those in attendance.

Rich Cunningham spoke on behalf of Thoma Development. The Public Hearing is two-fold. It is to discuss the potential application the Town is submitting and to discuss any Community Development activity that can be under this program. He explained the guidelines for applying for the grant and what the money can be used for. He indicated Royal Nissan will be relocating their Nissan Dealership, expanding their service department and will be adding 6 new positions to their existing 20. The 6 new positions must qualify under the CDBG income guidelines.

With no other comments or discussions heard, the Public Hearing was closed at 5:10 p.m.

TOWN BOARD MEETING

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

Members present:

Supervisor, Richard C. Tupper  
Councilman, Theodore V. Testa  
Councilman, John C. Proud  
Councilman, Gregory K. Leach  
Councilperson, Kristin E. Rocco-Petrella  
Town Clerk, Karen Q. Snyder, RMC

Others present were: Deputy Highway Sup’t. Glenn Bassett; Town Residents; John Reynolds, Pam Bassett, Doug Withey, Barb Leach, Andrea Niggli; Ann Doyle, City of Cortland resident; Richard Cunningham representing Thoma Development; George Phillips, Southern Tier Regional Director of RECLAIM New York; Sharon Stevans from Channel 2, Access TV and Robert Crennan from the *Cortland Standard*.

Supervisor Tupper called the meeting to order.

Councilman Proud made a motion, seconded by Councilman Testa to approve the Town Board Minutes of October 4, 2017 as submitted. All voting aye, the motion was carried.

Councilman Proud made a motion, seconded by Councilman Testa to approve the Town Board Minutes of October 18, 2017 as submitted. All voting aye, the motion was carried.

Councilman Proud made a motion, seconded by Councilman Testa to approve the Town Board Minutes of November 1, 2017 as submitted. All voting aye, the motion was carried.

RESOLUTION #

AUTHORIZE PAYMENT OF VOUCHERS – NOVEMBER

Motion by Councilperson Rocco-Petrella  
Seconded by Councilman Proud  
VOTES: AYE-Tupper, Testa, Proud, Leach, Rocco-Petrella      NAY-0  
ADOPTED

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

Funds A, B, DA, DB HE, HG, SS, SW	Voucher #1110-1185	
	General Fund	\$ 208,682.36
	General Fund B	\$ 21,210.21
	Highway Fund DA	\$ 0.00
	Highway Fund DB	\$ 149,313.03
	Saunders Rd. Sewer Project HG	\$ 0.00
	Gutchess Lumber Sports Complex HG	\$ 0.00
	Sewer SS	\$ 26,497.41
	Water SW	\$ 31,305.94
Funds CD1, CD3, CD4	Voucher # (None)	
	BMills Rehab CD1	\$ 0.00
	Town Wide Rehab CD3	\$ 0.00
	Business Devl CD4	\$ 0.00
Funds SF, TA, TE	Voucher # (None)	
	C’Ville Fire District SF	\$ 0.00
	Trust & Agency TA	\$ 0.00
	Expendable Trust TE	\$ 0.00

Supervisor Tupper offered privilege of the floor to those in attendance.

Doug Withey shook Greg Leach's hand and congratulated him on his 9 years of public service on the Town Board. He also congratulated John Reynolds for his victory. He is pleased to see the microphones are in place and would like to look into changing the Town Board meeting time to make it easier for those who work to get involved. He would also like the public to be better informed about topics that will be covered at the meetings prior to the meetings, requesting the information possibly on the website.

Sharon Stevens comment on a couple of topics that came up in the last meeting. Community Access for Cortland is the name of Channel 2. In 2012 the old equipment was breaking down and Time Warner Cable would not help pay for replacing the old equipment. The City of Cortland and the Town of Cortlandville helped pay for it. Without this equipment she does not believe there would still be local broadcasting. This made it possible for the meetings to still be aired. It was her understanding that in the end the City of Cortland paid the entire bill.

The Franchise Agreement does not guarantee that local meetings will be broadcasted only that a channel be provided. She suggests that the Board consult with audio visual professional and set up a remote camera system similar to that used by the County. Possibly live stream meetings and archive them on to the website. This would free the Town from depending on Charter Communications and a volunteer.

Councilperson Rocco-Petrella apprised the public that there is a new website in the works that will be much more user friendly than the current one.

George Phillips from the non-profit non-partisan organization, RECLAIM New York, stated he is concerned with the affordability crisis in New York State. He is trying to reach out to elected officials around New York State. One of the big issues is mandate relief. He talked about shared services and it sounds like most people are doing their part to combine their services. He would like to keep businesses and people in New York State. He left information about mandate relief with his contact information.

Councilman Proud made a motion seconded by Councilman Testa to acknowledge the following monthly reports from the Town Clerk, Water & Sewer, Supervisor, NYS Ag. & Markets, regarding the report of the Cortland County SPCA Dog Control Officer, and Code Officer, Kevin McMahon for the month of October 2017. All voting Aye, the motion was carried.

Councilman Proud asked Town Clerk Snyder if the issues with the SPCA have been rectified. Town Clerk Snyder said she would make contact with them to see if the concerns have been taken care of.

Councilman Proud, made a motion, seconded by Councilman Testa, to receive and file correspondence from Charter Communications dated November 09, 2017, regarding programming. All voting aye, the motion was carried.

Supervisor Tupper stated that there is no new contract in place with Charter Communications but that it is the old contract we are working with.

Sharon Stevens indicated the old contract is fine and preferable to a new contract and they cannot force us into a new contract.

Supervisor Tupper also spoke about correspondence from Byrne Dairy. He said it would be copied and distributed to the Board members.

RESOLUTION #	APPROVE THE LOAN AGREEMENT AND AUTHORIZE SUPERVISOR TO SIGN THE COMMITMENT LETTER BETWEEN THE TOWN AND ROYAL NISSAN OF CORTLAND, INC.
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Motion by Councilman Proud  
Seconded by Councilman Testa

VOTES: AYE - Tupper, Testa, Proud, Leach, Rocco-Petrella      NAY - 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby approve the Loan Agreement and authorize the Supervisor to sign such agreement, between the Town of Cortlandville and Royal Nissan of Cortland, Inc., for property located at 3901 State Route 281, Cortland, New York regarding the loaning of funds by the Town's from the CDBG Program for the total amount of \$108,000.00.

Supervisor Tupper said the money would be used for fixtures, furniture, and a new lift. There is a little over \$300,000.00 in the Economic Development CDBG account.

Supervisor Tupper made comments on the preliminary budget and how the Board got to where they are now. When the Board members started with the tentative budget, they were \$500,000.00 above the budget from last year. There would have been a 30% increase in tax rate, which would have been a \$.93 per thousand of an increase. The taxes have stayed stable since 2005. After the last meeting yesterday, the Town Board managed to get it below the State 2% cap. There have been 5 budget workshops. There are no lay-offs of personnel in this year's budget.

Councilman Testa apprised the Board that if you looked at Scott or Homer, which are smaller Towns, they are trying to combine them and share one judge or clerk. They are doing smaller volume of business which makes them look good. But makes larger Towns look bad.

Councilman Proud said that the court system needs to be overhauled. The inefficiencies are costing tax payers money. There are two drivers in the Town of Cortlandville budget. The Cortlandville land tax and the sales tax are where the Town receives revenue. The rate of increase in land tax is not going up like it was. The assessments are not increasing like they were and the development is not happening. The sales tax in Cortlandville is flat. There is a new era that we are moving into as there is no sales tax on internet purchases.

Supervisor Tupper said that the proposed Village of McGraw's tax rate has decreased by \$.05, per thousand. The Board is trying to control as much as they can. If revenue does not increase in time then services may have to be decreased.

Councilperson Rocco-Petrella thanked the Town department heads and Supervisor Tupper along with the Town Bookkeeper Marcia Hicks for all their work on the budget.

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RESOLUTION #	TABLE APPROVAL OF PAYMENTS REGARDING THE TOWN-WIDE HOUSING REHABILITATION GRANT PROGRAM CDBG #287HR326-16
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Motion by Councilman Proud

Seconded by Councilperson Rocco-Petrella

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby table approval of payment for the following regarding the Town-Wide Housing Rehabilitation Grant Program-CDBG #287HR326-16:

Town of Cortlandville Code Office- \$150.00 (Building Permit Fees)

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RESOLUTION #	SCHEDULE A SPECIAL TOWN BOARD MEETING
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Motion by Councilman Proud

Seconded by Councilperson Rocco-Petrella

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, a Special Town Board Meeting shall be scheduled for November 17, 2017 at 10:30 a.m. at the Raymond G. Thorpe Municipal Building, for the purpose of adopting the 2018 Preliminary Budget as the Final Budget for 2018.

Town Clerk Snyder apprised the Town Board that the Town Clerk's Office will be closed on December 4<sup>th</sup>, 2017 to attend a training in Syracuse, NY regarding audits and IT provided by the New York State Town Clerk's Association.

RESOLUTION #                      AUTHORIZE SUPERVISOR TO SIGN THE AFFIDAVIT  
REGARDING THE TOWN'S 2016 COMMUNITY  
DEVELOPMENT BLOCK GRANT TOWN-WIDE HOUSING  
REHABILITATION PROGRAM BETWEEN THE TOWN AND  
RENEE HAMMOND

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Motion by Councilperson Rocco-Petrella

Seconded by Councilman Proud

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Supervisor to sign the Affidavit regarding the Town's 2016 Community Development Town-Wide Housing Rehabilitation Program, between the Town of Cortlandville and Renee Hammond, 40 Clinton St., McGraw, New York regarding the loan funds by the Town's CDBG #287HR326-16 Program for the total amount of \$30,107.60.

RESOLUTION #                      AUTHORIZE SUPERVISOR TO SIGN THE OWNER-  
OCCUPIED LOAN AGREEMENT BETWEEN THE TOWN AND  
RENEE HAMMOND FOR THE TOWN-WIDE HOUSING  
REHABILITATION GRANT PROGRAM CDBG #287HR326-16

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Motion by Councilperson Rocco-Petrella

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY - 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Supervisor to sign the Owner-Occupied Loan Agreement, between the Town of Cortlandville and Renee Hammond, 40 Clinton St., McGraw, New York regarding the loan funds by the Town's CDBG Program for the total amount of \$30,107.60.

RESOLUTION #                      AUTHORIZE SUPERVISOR TO SIGN THE AFFIDAVIT  
REGARDING THE TOWN'S 2016 COMMUNITY  
DEVELOPMENT BLOCK GRANT TOWN-WIDE HOUSING  
REHABILITATION PROGRAM BETWEEN THE TOWN AND  
DAVID PIERCE

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Motion by Councilperson Rocco-Petrella

Seconded by Councilman Proud

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Supervisor to sign the Affidavit regarding the Town's 2016 Community Development Town-Wide Housing Rehabilitation Program, between the Town of Cortlandville and Renee Hammond, 1159 Gallagher Rd., Cortland, New York regarding the loan funds by the Town's CDBG #287HR326-16 Program for the total amount of \$28,193.00.

RESOLUTION #                      AUTHORIZE SUPERVISOR TO SIGN THE AFFIDAVIT  
REGARDING THE TOWN'S 2016 COMMUNITY  
DEVELOPMENT BLOCK GRANT TOWN-WIDE HOUSING  
REHABILITATION PROGRAM BETWEEN THE TOWN AND  
TAYRA FEDORKA AND CHRISTOPHER POWELL

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Motion by Councilperson Rocco-Petrella

Seconded by Councilman Proud

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Supervisor to sign the Affidavit regarding the Town's 2016 Community Development Town-Wide Housing Rehabilitation Program, between the Town of Cortlandville and Tayra Fedorka and Christopher Powell, 3770 Fairview Dr., Cortland, New York regarding the loan funds by the Town's CDBG #287HR326-16 Program for the total amount of \$32,550.00.

Councilman Proud made a motion, seconded by Councilman Testa, to receive and file correspondence from the NYS Homes & Community Renewal dated November 08, 2017, regarding Project (CDBG #287HR62-13 & 287HR326-16). All voting aye, the motion was carried.

RESOLUTION #                      AUTHORIZE SUPERVISOR TO SIGN THE "NEW  
APPLICANT APPROVAL REQUEST" REGARDING THE  
TOWN'S 2016 COMMUNITY DEVELOPMENT BLOCK  
GRANT TOWN-WIDE HOUSING REHABILITATION  
PROGRAM BETWEEN THE TOWN AND JERI ANN  
MCCRACKEN

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Motion by Councilperson Rocco-Petrella

Seconded by Councilman Testa

VOTES: AYE – Tupper, Testa, Proud, Leach, Rocco-Petrella    NAY – 0  
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Supervisor to sign the New Applicant Approval Request regarding the Town's 2016 Community Development Town-Wide Housing Rehabilitation Program, between the Town of Cortlandville and Jeri Ann McCracken, 655 Lime Hollow Rd., Cortland, New York regarding the loan funds by the Town's CDBG Program for the total amount of \$5,690.00, for an emergency roof repair.

RESOLUTION #                      ADOPT RESOLUTION REGARDING CLIMATE SMART  
COMMUNITIES IN THE TOWN OF CORTLANDVILLE

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Motion by Councilman Testa

Seconded by Councilman Proud

VOTES: AYE – Tupper, Testa, Proud, Rocco-Petrella                      NAY – 0  
ABSTAIN-Councilman Leach  
ADOPTED

*WHEREAS, The Town of Cortlandville (hereinafter "local government") believes that climate change poses a real and increasing threat to our local and global environments and*

*WHEREAS, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and*

*WHEREAS, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and*

*WHEREAS, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and*

*WHEREAS, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,*

*IT IS HEREBY RESOLVED that the Town of Cortlandville, in order to reduce greenhouse gas emissions and adapt to a changing climate, adopts the New York State Climate Smart Communities Pledge, which comprises the following ten elements:*

1. Pledge to be a Climate Smart Community.
2. Set goals, inventory emissions, plan for climate action.
3. Decrease community energy use.
4. Increase community use of renewable energy.
5. Realize benefits of recycling and other climate-smart solid waste management practices.
6. Reduce greenhouse gas emissions through use of climate-smart land-use tools.
7. Enhance community resilience and prepare for the effects of climate change.
8. Support development of a green innovation economy.
9. Inform and inspire the public.
10. Commit to an evolving process of climate action.

RESOLUTION #	AUTHORIZE SUPERVISOR TO SIGN NYS CDBG CERTIFICATION FORM AND CERTIFICATE OF SEQRA CLASSIFICATION FOR ROYAL NISSAN OF CORTLAND, INC.
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Motion by Councilman Testa

Seconded by Councilperson Rocco-Petrella

VOTES: AYE - Tupper, Testa, Proud, Leach, Rocco-Petrella      NAY - 0  
ADOPTED

BE IT RESOLVED, the Supervisor is hereby authorized and directed to sign the NYS CDBG Certification form and the Certificate of SEQRA Classification for Royal Nissan of Cortland, Inc. subject to Attorney Folmer's approval.

No further comments or discussion were heard.

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

The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Karen Q. Snyder, RMC  
Town Clerk  
Town of Cortlandville

\*Note:

The final version of this meeting was submitted to the Town Board for their review on December 01, 2017.  
The final version of this meeting was approved as written at the Town Board meeting of \_\_\_\_\_.