

## TOWN BOARD MEETING

The Regular Town Board 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, Theodore V. Testa  
Councilman, John C. Proud  
Councilman, Gregory K. Leach  
Councilman, Walter J. Kasperek  
Town Clerk, Karen Q. Snyder, RMC

Others present were: Town Attorney, John Folmer; Town Resident, Barb Leach; News Reporter, Tyrone Heppard from the Cortland Standard; Peter Blanchard from The Cortland Voice; Sharon Stevans and Duane Andrus for Channel 2, Access TV.

Supervisor Tupper called the meeting to order.

Councilman Leach made a motion, seconded by Councilman Proud, to receive and file the Cortlandville Board of Assessment Review Minutes of May 25, 2016. All voting aye, the motion was carried.

Councilman Leach made a motion, seconded by Councilman Kasperek, to approve the Draft Town Board Minutes of August 3, 2016, as submitted. All voting aye, the motion was carried.

Councilman Proud made a motion, seconded by Councilman Leach, to receive and file the Cortlandville Zoning Board of Appeals Minutes of July 26, 2016. All voting aye, the motion was carried.

Councilman Proud made a motion, seconded by Councilman Leach, to receive and file the Cortlandville Planning Board Minutes of July 26, 2016. All voting aye, the motion was carried.

RESOLUTION #145                      AUTHORIZE PAYMENT OF VOUCHERS – AUGUST

Motion by Councilman Leach

Seconded by Councilman Proud

VOTES: AYE-Tupper, Testa, Proud, Leach, Kasperek                      NAY-0

ADOPTED

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

Funds A, B, DA, DB	Vouchers #750-799	
	General Fund A	\$ 11,242.62
	General Fund B	\$ 9,181.26
	General Fund DA	\$ 0.00
	General Fund DB	\$ 60,914.96
Funds CD1, CD3, CD4	Voucher # (None)	
	BMills Rehab CD1	\$ 0.00
	Town Wide Rehab CD3	\$ 0.00
	Business Devl CD4	\$ 0.00
	Senior Home #1	\$ 0.00
Fund HA, HB, HC, HD HE, SS, SW	Voucher #296-317	
	Luker Rd Water HA	\$ 25,857.08
	Owego St Water HB	\$ 8,600.00
	NYS Rt 13 Sewer Rehab HC	\$ 8,550.00
	Oakcrest/Pendleton Sewer HD	\$ 654.00
	Saunders Rd Sewer HE	\$ 0.00
	Sewer SS	\$ 41,859.11
	Water SW	\$ 7,024.92

Funds SF, TA, TE	Voucher # 31-		
	C'Ville Fire District SF	\$	0.00
	Trust & Agency TA	\$	524.13
	Expendable Trust TE	\$	0.00

Supervisor Tupper stated there were no requests for privilege of the floor.

The monthly reports of the Town Justices for the month of July were on the table for review and are filed in the Town Clerk's office.

Councilman Proud addressed to the Board a communication sent to Syracuse Constructors, LLC from Water/Sewer Sup't. Peter Alteri. The communication was in regards to the Luker Road and Owego Street Water Projects.

Mr. Alteri praised the owner of Syracuse Constructors regarding his employees how they were professional, courteous and had a safe work ethic, adding the employees were serious regarding their work habits. They worked as a team and were dedicated and reliable individuals.

Councilman Proud made a motion, seconded by Councilman Leach, to receive and file the NYS Comprehensive Monitoring Reports dated August 3, 2016 from the NYS Homes & Community Renewal for Byrne Dairy, Inc., IMS (Innovative Manufacturing Solutions), Precision E-forming and the 2013 Town-Wide Housing Rehabilitation Program. All voting aye, the motion was carried.

The reports were in regards to the monitoring visit completed by the NYS Office of Community Renewal, which occurred on July 14, 2016 at the Cortlandville Town Hall with Town Clerk Snyder and Linda Armstrong of Thoma Development.

Councilman Leach made a motion, seconded by Councilman Proud, to receive and file the correspondence dated August 1, 2016 from First Niagara Bank regarding the Town's Treasury Management Service, transitioning to KeyBank Enterprise Commercial Payments (ECP). All voting aye, the motion was carried.

RESOLUTION #146      AUTHORIZE SUPERVISOR TO SIGN THE THIRD PARTY  
CUSTODIAN AGREEMENT BETWEEN THE TOWN OF  
CORTLANDVILLE, KEYBANK AND THE BANK OF NEW  
YORK MELLON

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Motion by Councilman Testa

Seconded by Councilman Leach

VOTES: AYE-Tupper, Testa, Proud, Leach, Kasperek      NAY-0

ADOPTED

BE IT RESOLVED, the Town board does hereby authorize and direct the Supervisor to sign the Third Party Custodian Agreement between the Town of Cortlandville, KeyBank and The Bank of New York Mellon.

RESOLUTION #147      AUTHORIZE HIRING ALLEN P. MOORE AS A WASTE  
WATER TREATMENT OPERATOR TRAINEE

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Motion by Councilman Proud

Seconded by Councilman Testa

VOTES: AYE-Tupper, Testa, Proud, Leach, Kasperek      NAY-0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize hiring a full time employee, Allen Moore of 237 Walpole Road, Groton, New York, as a Waste Water Treatment Operator Trainee for the Town's Water & Sewer Department, effective August 22, 2016, and it is further

RESOLVED, the starting salary shall be \$36,004.80.

RESOLUTION #148      AUTHORIZE SUPERVISOR TO SIGN GRANT WRITING  
SERVICE AGREEMENT BETWEEN THE TOWN AND  
THOMA DEVELOPMENT CONSULTANTS TO APPLY FOR A  
2016 NYS COMMUNITY DEVELOPMENT BLOCK GRANT  
(CDBG) FOR A TOWN-WIDE HOUSING REHABILITATION  
PROGRAM

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Motion by Councilman Leach

Seconded by Councilman Proud

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

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the Grant Writing Agreement between the Town of Cortlandville and Thoma Development Consultants to apply for a 2016 NYS Community Development Block Grant (CDBG) for a Town-Wide Housing Rehabilitation Program.

RESOLUTION #149      SCHEDULE PUBLIC HEARING FOR FEDERAL SMALL  
CITIES 2016 NYS COMMUNITY DEVELOPMENT BLOCK  
GRANT (CDBG) FOR A TOWN-WIDE HOUSING  
REHABILITATION PROGRAM

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Motion by Councilman Proud

Seconded by Councilman Leach

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

BE IT RESOLVED, a Public Hearing shall be scheduled for September 7, 2016 at 5:00 p.m. regarding the submission of an application to New York State for funding under the Federal Small Cities Community Development Block Grant for a Town-Wide Housing Rehabilitation Program.

Councilman Proud made a motion, seconded by Councilman Leach, to receive and file the correspondence dated August 10, 2016 from the NYS Department of Transportation to Honorable James L. Seward, State Senator, regarding the McLean Road speed limit. All voting aye, the motion was carried.

The NYS Department of Transportation indicated to Senator Seward they will be conducting another review of the speed limit on McLean Road, due to Senator Seward concerns.

RESOLUTION #150      ACCEPT REVISIONS AND CLOSE OUT TO THE NYS ROUTE  
13 SANITARY TRUNK SEWER REHABILITATION PROJECT,  
CAPITAL PROJECT AS ADMINISTERED THROUGH USDA  
RURAL DEVELOPMENT

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Motion by Councilman Leach

Seconded by Councilman Testa

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

WHEREAS, The Town Board does hereby modify the following Administrative and Technical Services budget items to the upcoming FINAL Form E #11:

- A.2 Bonding - \$8,450.00 move to contingency;
- A.3 Net Interest Expense - \$14,962.61 move to contingency;
- A.4 Fiscal Coordination - \$8,906.25 move to contingency;
- A.5 Bookkeeping & Reporting - \$30,000 move to contingency;
- A.7 Single Audits - \$6,700.00 move to contingency;
- A.8 Miscellaneous - \$18,354.99 move to contingency;
- B.1f Easements and Surveying - \$2,990.50, and

WHEREAS, the reason for such modifications are to zero out the line items under the Administrative section for unused monies as the project is complete, and

WHEREAS, to add a line item under Technical Services for the easements and surveying completed by K. Teter Consulting, LLC and Stockwin Surveying, and

WHEREAS, this budgetary modification resulted in an increase of contingency by \$84,383.35 for the Administrative and Technical Services budget items, and

WHEREAS, this increase still resulted in the total project being under budget by \$354,000.00, now therefore

BE IT RESOLVED, the Town of Cortlandville Town Board has reviewed the Form E Capital Outlay Budget Category and does hereby accept such Form E.

Supervisor Tupper informed those in attendance he has invited the Cortland County Planning Director, the Cortland County Environmental Health Director, an engineer from the Cortland County Soil & Water Conservation and a private hydrologist to attend the Town Board meeting of September 7, 2016. These individuals will provide a presentation to the Town Board on the safety measures in place regarding gas stations. Supervisor Tupper indicated that this presentation is not a public hearing.

Councilman Proud requested the presentation include questions and answers regarding the requirements in State and County regulations on gas stations.

If the Town Board is content with the presentation of gas stations and wish to move forwarded the current Local Law could be brought back to the table. A public hearing would need to be scheduled and held. A thorough review and completion of a Type I SEQRA application would need to be accomplished before the Local Law could be adopted.

Supervisor Tupper indicated to the Board a BAN (Bond Anticipation Note) will be applied for in order to cover the expenses already incurred with moving Citizens Park to Gutches Park. The BAN requested would be for \$500,000.00 to be paid over a five year span. The town has also applied for State grant funds, which could be used to pay down the BAN. A resolution will be prepared for the September 7, 2016 Town Board meeting to be adopted for such a BAN.

Councilman Proud questioned how much of Gutches Park could be completed with \$500,000.00. Supervisor Tupper explained shovel ready plans and specifications have been prepared and submitted to the town for moving Citizens Park to Gutches Park area on Route 13. Supervisor Tupper is hoping to save on costs by the town doing as much work as possible. Such as water and sewer lines, roads, parking lots, bathrooms or moving/installing new equipment. The town would let out to bid what the town could not handle.

Attorney Folmer stated to the Town Board the Cortlandville Planning Board will not meet in August but rather meet on September 13, 2016 and again on September 27, 2016. The Cortlandville Zoning Board of Appeals will also adhere to such schedule.

No further comments or discussion were heard.

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

The meeting was adjourned at 5:30 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 September 2, 2016.  
The final version of this meeting was approved as written at the Town Board meeting of September 7, 2016.