

PUBLIC HEARING NO. 1

LOCAL LAW OF 2020

AMENDMENT TO CHAPTER 178,
ARTICLE XVIII, SECTION 178-112 A(4) AND A(5)

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 enactment of a Local Law amending Chapter 178, Article XVIII, Section 178-112 A(4) and A(5) of the Zoning Code of the Town of Cortlandville, by adding a sentence to each of the subsections as follows: For purposes of this section, “election” shall mean the earliest date by which a vote total can be tabulated exclusive of absentee ballots.

Members present:

Supervisor, Thomas A. Williams
Councilman, Jay E. Cobb
Councilman, Jeffrey D. Guido
Councilman, Theodore V. Testa
Councilman, Douglas E. Withey
Town Clerk, Kristin E. Rocco-Petrella

Others present were: Town Attorney, John A. DelVecchio; Town Highway Sup’t. Glenn Bassett; Court Clerk, Pamela Bassett; Town residents: Pamela Jenkins; Robert Martin; and Judy Testa.

Supervisor Williams called the Public Hearing to order.

Town Clerk, Kristin Rocco-Petrella read aloud the published, posted and filed legal notice.

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

Town resident, Pamela Jenkins asked if the law pertained to things like the “Trump” signs in her neighborhood that have been there for years. She stated that large Trump signs were located in a yard on Kinney Gulf Road, which she complained about in December 2019 and believed to have recently been taken down. She asked if the law would pertain to the Trump lawn sign on Woodside Drive that she also complained about in December 2019. Ms. Jenkins stated that Town Code Enforcement Officer Campbell stated she would not be doing enforcement because the lawn sign code was being rewritten. Ms. Jenkins asked what happens if more Trump lawn signs pop up in her neighborhood and does this law apply to them?

Supervisor Williams asked if there were any further comments to be made.

No further requests were made for privilege of the floor.

Supervisor Williams stated that the Public Hearing would be recessed until the next meeting on March 4, 2020, at which time the Public Hearing would be reopened for more comment. No action would be taken on this matter during the regular meeting.

The Public Hearing was recessed 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, 3577 Terrace Road, Cortland, New York, with Supervisor Williams presiding.

Members present:

Supervisor, Thomas A. Williams
Councilman, Jay E. Cobb
Councilman, Jeffrey D. Guido
Councilman, Theodore V. Testa
Councilman, Douglas E. Withey
Town Clerk, Kristin E. Rocco-Petrella

Others present were: Town Attorney, John A. DelVecchio; Town Highway Sup't. Glenn Bassett; Court Clerk, Pamela Bassett; Town residents: Pamela Jenkins; Robert Martin; and Judy Testa.

At the onset of the meeting, Supervisor Williams asked those in attendance to please stand for a moment of silence to honor his friend and long-time Town employee, Jack Thornton who passed away this morning. Supervisor Williams spoke very highly of Jack who was a long-time employee of the Town, and a master plumber amongst many other things. He expressed his deepest sympathy to the Thornton family. Supervisor Williams directed that the Town's flag be flown at half-staff in honor of and in remembrance of Jack.

Supervisor Williams called the meeting to order.

Councilman Guido made a motion, seconded by Councilman Cobb, to approve the Draft Town Board Minutes of January 8, 2020. All voting aye, the motion was carried.

Councilman Guido made a motion, seconded by Councilman Cobb, to receive and file the following:

- 1) Cortlandville Planning Board Minutes of October 8, 2019;
- 2) Cortlandville Planning Board Minutes of February 4, 2020;
- 3) Cortlandville Zoning Board of Appeals Minutes of January 7, 2020;
- 4) Cortlandville Zoning Board of Appeals Minutes of February 4, 2020.

All voting aye, the motion was carried.

There was discussion regarding the approval of two purchase orders for equipment to be used at the Gutches Lumber Sports Complex. The first purchase order was for a turf sweeper to be used to maintain the turf fields. The second purchase order was for outdoor batting cages and nets to be used on the white field at the GLSC. Batting cages and nets are already available on the green field at the GLSC, however it would be beneficial to have the batting cages and nets available on both fields to satisfy all renters and to equally disperse the traffic on the fields. Councilman Withey stated that he discussed the purchase orders with Highway Sup't. Bassett and acknowledged the need for the equipment, but pointed it out that collectively the Town would be spending over \$13,000 on the equipment.

RESOLUTION #51	AUTHORIZE SUPERVISOR TO SIGN PURCHASE ORDER #1415 TO MTE TO PURCHASE A SPEED-CLEAN LAND DRIVEN SURFACE SWEEPER TO BE USED TO MAINTAIN THE TURF FIELDS AT THE GUTCHESS LUMBER SPORTS COMPLEX
----------------	---

Motion by Councilman Guido

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign Purchase Order #1415 submitted by Highway Sup't. Bassett to be paid to MTE Turf Equipment Solutions, to purchase the following equipment to be used to maintain the turf fields at the Gutches Lumber Sports Complex, for the total cost of \$8,534.46: 1) Redexim Speed-Clean surface sweeper (\$6,769.68); 2) Speed-Clean Tow Kit (\$830.85); and 3) Rear Magnet Bar (\$933.93).

RESOLUTION #52 AUTHORIZE SUPERVISOR TO SIGN PURCHASE ORDER
#0161 TO SCHOLASTIC SPORTS SALES LTD. TO
PURCHASE OUTDOOR BATTING CAGES AND NETS FOR
THE GUTCHESS LUMBER SPORTS COMPLEX

Motion by Councilman Guido

Seconded by Councilman Testa

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign Purchase Order #0161 submitted by Highway Sup't. Bassett to be paid to Scholastic Sports Sales LTD., to purchase outdoor batting cages and nets for the Gutches Lumber Sports Complex, for the total cost of \$4,900.00 plus shipping.

RESOLUTION #53 AUTHORIZE PAYMENT OF VOUCHERS – FEBRUARY

Motion by Councilman Cobb

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

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 #189-252		
	General Fund A	\$	81,678.13
	General Fund B	\$	4,364.39
	Highway Fund DA	\$	0.00
	Highway Fund DB	\$	76,892.61
	Gutches Lumber SC Project HG	\$	0.00
	C'Ville Fire District SF	\$	0.00
	Sewer Fund SS	\$	44,578.65
	Water Fund SW	\$	15,544.36
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 #6-8		
	Trust & Agency TA	\$	44,698.17
	Expendable Trust TE	\$	0.00

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

Councilman Withey made a motion, seconded by Councilman Guido, to receive and file the following monthly reports:

- 1) Tax Collector – January 2020;
- 2) Town Justice LeFevre – January 2020;
- 3) Town Justice Mathey – January 2020;
- 4) Cortland Community SPCA – January 2020.

All voting aye, the motion was carried.

Under new business, Town Clerk Rocco-Petrella stated that she was in receipt of the Community Development Block Grant Environmental Review Record – FY 2019 for the “Cortlandville Housing Rehabilitation Program” as prepared by Thoma Development Consultants. She asked the Board to receive and file the record, which was on file in her office for public review.

Councilman Withey made a motion, seconded by Councilman Testa, to receive and file the Community Development Block Grant Environmental Review Record – FY 2019 for the “Cortlandville Housing Rehabilitation Program” as prepared by Thoma Development Consultants (CDBG #287HR323-19). All voting aye, the motion was carried.

Town Clerk Rocco-Petrella apprised the Board that she received a letter of resignation from Town Highway Department employee, Timothy Johnson, dated February 6, 2020. Mr. Johnson was a valued employee with the Town for over nine years. She asked the Board to accept the letter of resignation.

RESOLUTION #54 ACCEPT RESIGNATION FROM TIMOTHY JOHNSON AS
HEAVY EQUIPMENT OPERATOR FOR THE TOWN
HIGHWAY DEPARTMENT EFFECTIVE FEBRUARY 20, 2020

Motion by Councilman Withey

Seconded by Councilman Cobb

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby accept the letter of resignation from Timothy Johnson as a Heavy Equipment Operator for the Town of Cortlandville Highway Department, effective February 20, 2020,

Attorney DelVecchio reported:

Smith Brook Creek – Termination of Easement:

Attorney DelVecchio apprised the Board that a request was made by the residents who live near Smith Brook Creek, off of McGraw-Marathon Road, for the Town to assist with the deterioration/erosion of the embankment. Attorney DelVecchio explained that in 1972, more than one property owner granted an easement to the Town of Cortlandville to legally access properties (perhaps for mining purposes), however the Town has no obligation to maintain any of the properties. Attorney DelVecchio indicated to the property owners that the Town's position was that the Town would not get involved in the deterioration of the embankment and that it was private property. Highway Sup't. Bassett was also aware of the situation.

Attorney DelVecchio informed the Board that one resident asked him if the Town would be willing to terminate the easement. The residents were concerned with liability issues with downstream effects on other properties. The Town can unilaterally terminate the easement if the Board wants to. Attorney DelVecchio asked whether the Board would like him to prepare the necessary paperwork, if it comes down to it, to terminate the easement.

Councilman Testa asked what the Board of Trustees for the Village of McGraw thought about the situation. Attorney DelVecchio explained that the property was solely within the Town.

Councilman Cobb was aware of the history of the erosion on McGraw-Marathon Road and recalled that approximately 8-10 years ago private individuals did some work on the creek with permission from the DEC. The underlying reason behind the easement was not known at this time, however Attorney DelVecchio would look into the matter further.

Supervisor Williams asked if the Board wanted to authorize the Town Attorney to prepare the documents necessary documents to terminate the easement(s). The documents would have to come back to the Board for final action. The Board was in agreement.

RESOLUTION #55 AUTHORIZE TOWN ATTORNEY TO PREPARE THE
DOCUMENTS NECESSARY TO TERMINATE AN
EASEMENT(S) INVOLVING PROPERTIES LOCATED NEAR
SMITH BROOK CREEK IN THE TOWN OF
CORTLANDVILLE

Motion by Councilman Testa

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Town Attorney to prepare the documents necessary to terminate an easement(s) involving properties located near Smith Brook Creek in the Town of Cortlandville, and it is further

RESOLVED, the matter shall be brought back before the Board for consideration at a later date.

Town Hall of Fame Recognition Committee:

There was discussion regarding the Hall of Fame recognition/advisory committee to be created. Attorney DelVecchio suggested that three rules should be set in creating the committee: 1) The committee shall consist of a number of persons and the current Town Clerk – two current Hall of Fame honorees and the Town Clerk; 2) No person appointed to the committee shall be a current officer or employee of the Town; 3) The term of each member appointed to that committee shall be delineated by the Town Board. The committee is an advisory committee; the ultimate decision is up to the Town Board.

Councilman Withey asked whether the Town Board would approve the inductees to the Hall of Fame. Attorney DelVecchio stated that it was up to the Board. He suggested that the committee members nominate somebody, by whatever process they decide, or the Town Board could decide what the nomination process is. Once the committee makes its recommendation to the Board, the Board would vote.

There was discussion regarding the number of committee members and the manner in which they are appointed to the committee. It was agreed that the committee would start with three people, including the two current Hall of Fame honorees and the Town Clerk, however the committee would eventually be comprised of a total of five people. The question of succession for the committee members would be determined later. Councilman Withey suggested that new honorees be appointed to the committee, and the most senior member of the committee step down. Supervisor Williams suggested that the committee's first task would be to come up with operating procedures and would report back to the Board at a later date.

RESOLUTION #56

CREATE RECOGNITION COMMITTEE FOR THE
TOWN HALL OF FAME

Motion by Councilman Testa

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby create the “Recognition Committee” for the Town Hall of Fame to make recommendations to the Town Board for nominations to the Town Hall of Fame, and it is further

RESOLVED, the Recognition Committee shall initially be comprised of three members including the two current Hall of Fame honorees and the Town Clerk, and it is further

RESOLVED, the Committee shall eventually be comprised of a total of five members to include four Hall of Fame honorees and the Town Clerk.

Concern Regarding Signs:

Attorney DelVecchio responded to Ms. Jenkins comments made during the public hearing concerning signs. He stated that the Town has a complaint-based system in which the Town Code Enforcement Officer addresses complaints. If necessary, he, as Town Attorney, may become involved. He stated that he was aware of a couple of situations involving signs that were being taken care of.

Under new business, Supervisor Williams reported:

2019 Townwide Housing Rehabilitation Grant Program:

Supervisor Williams asked the Board for authorization to sign the request for release of funds pertaining to the Town's 2019 Townwide Housing Rehabilitation Grant Program.

RESOLUTION #57 AUTHORIZE SUPERVISOR TO SIGN THE NYS CDBG FORM 1-3, REQUEST FOR RELEASE OF FUNDS AND CERTIFICATION FOR THE 2019 CDBG TOWNWIDE HOUSING REHABILITATION GRANT PROGRAM
(CDBG #287HR323-19)

Motion by Councilman Guido

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the Form 1-3, “Request for Release of Funds and Certification” for the Town’s 2019 Townwide Housing Rehabilitation Grant Program (CDBG #287HR323-19).

Smoke Intake from Cortlandville Fire Department:

Supervisor Williams recalled discussion from the February 5, 2020 Town Board Meeting regarding the smoke intake at the Town Hall and the Cortlandville Fire Department. He reported that proposals were received to control the air-intake in the Town Hall remotely. If the CVFD is going to have practice burn, the CVFD will notify the Town 48-hours in advance so that the air intake system can be shutoff. The cost would be paid for by the CVFD.

Phone System for Town Hall:

Supervisor Williams stated that he was in the process of getting a proposal to connect the Town Hall phone system with the Town Court phone system. He explained that offices in the Town hall cannot transfer phone calls to the Town Court and vice versa which is problematic. A proposal was being drafted to connect the phone systems, as well as to eventually have one main published phone number for the Town with the option for the caller to then select the office he/she is looking for. Supervisor Williams would report back to the Board with more information at a later date.

Audio/Video/Speaker System Improvements in Meeting Room/Court Room:

Supervisor Williams explained that he approached the Members of the Planning Board and Zoning Board of Appeals at their last meetings in regard to the audio/video/speaker system improvements in the Meeting Room/Court Room. The Planning Board and ZBA would provide their recommendations for the improvements, after which time Supervisor Williams would seek bids for the work.

CHA Engineering Proposal – New Storage-Office Building at GLSC:

Supervisor Williams apprised the Board he was in receipt of an engineering proposal from CHA to provide the plans and bid documents for the construction of a new building at the Gutches Lumber Sports Complex.

Councilman Withey questioned the total cost of CHA’s engineering proposal. Supervisor Williams explained that the total cost was \$18,020.00. CHA would prepare the bid documents and assist the Town with the opening and qualifying of the bids. The

RESOLUTION #58 AUTHORIZE SUPERVISOR TO SIGN PROPOSAL FROM CHA TO PROVIDE ENGINEERING SERVICES FOR THE CONSTRUCTION OF A NEW STORAGE-OFFICE BUILDING AT THE GUTCHESS LUMBER SPORTS COMPLEX

Motion by Councilman Testa

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the proposal (No. X60746-R1) from CHA to provide engineering services for the construction of a new storage-office building at the Gutches Lumber Sports Complex, in an amount not to exceed \$18,020.00.

Board Member Reports:

Councilman Guido reported that he met with Water & Sewer Sup't. Alteri and took a tour of all of the facilities, including the wells and pump stations. He commended Sup't. Alteri and his operation, and praised the water and sewer operators for their work.

With regard to the subject of water, Supervisor Williams mentioned that he asked the Town Clerk to have two signs made to display above the drinking fountains in the Town Hall to bring attention to the Town's drinking water. With the help of Water & Sewer Sup't. Alteri, Town Clerk Rocco-Petrella reported that the signs were being made. Councilman Withey mentioned his desire for the Town and City to join forces, and the importance in the preservation of the quality of our water.

Councilman Withey reported that after a 2-year process, the new countywide Workers' Compensation Insurance Plan was finalized. The Town is part of a group plan for municipalities through the Public Employer Risk Management Association (PERMA). The Town's 2020 assessment increased 5% from the 2019 year, however the billing would now be calculated based on the payroll for each municipality. Councilman Withey stated that Bailey Place Insurance was very valuable in the transition process.

Councilman Withey commented on the Draft Comprehensive Plan for the Town. He explained that a public meeting was held on February 13, 2020 at the Cortlandville Fire Department, however he was disappointed with the public involvement. He suggested the Town utilize radio and newspaper advertisements to increase public involvement. He stressed the importance of the new Comprehensive Plan and public input.

RESOLUTION #59	AUTHORIZE SUPERVISOR TO SIGN THE AGREEMENT WITH INSERO & CO. CPAs, LLP TO CONDUCT AN AUDIT OF THE 2019 TOWN ACCOUNTING RECORDS
----------------	--

Motion by Councilman Withey

Seconded by Councilman Cobb

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the agreement with Insero & Co. CPAs, LLP to conduct an audit of the 2019 Town accounting records, for an amount not to exceed \$12,800.00.

RESOLUTION #60	AUTHORIZE CHANGE ORDER NO. 4 SUBMITTED BY ZMK CONSTRUCTION, INC. FOR THE GUTCHESS LUMBER SPORTS COMPLEX PHASE 1
----------------	---

Motion by Councilman Withey

Seconded by Councilman Testa

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to execute Change Order No. 4 from ZMK Construction, Inc. for the National Grid Electrical Service Charge for Switchgear that was not anticipated in the contract documents and ultimately required by National Grid with the change in service location, for a total increase of \$35,225.00, for the Gutches Lumber Sports Complex Phase 1.

RESOLUTION #61	AUTHORIZE PAYMENT OF THE TOWN'S 2020 WORKERS' COMPENSATION INSURANCE
----------------	---

Motion by Councilman Cobb

Seconded by Councilman Testa

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the payment of the Town’s 2020 Workers’ Compensation Insurance annual assessment in the total amount of \$107,306.00, of which \$29,523.00 is attributable to the Cortlandville Fire District (the “District”) and will be billed by the Town to the District.

RESOLUTION #62 AUTHORIZE SUPERVISOR TO SIGN THE FEDERAL ASSISTANCE EXPENDITURE FORM FOR THE TOWN’S 2019 TOWNWIDE HOUSING REHABILITATION PROJECT (CDBG #287HR323-19)

Motion by Councilman Withey
Seconded by Councilman Testa
VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the Federal Assistance Expenditure Form for the Town’s 2019 Townwide Housing Rehabilitation Project (CDBG #281HR323-19).

RESOLUTION #63 AUTHORIZE SUPERVISOR TO SIGN THE GRANT CLOSEOUT FOR THE TOWN’S 2016 NYS CDBG TOWNWIDE HOUSING REHABILITATION GRANT (CDBG #287HR326-16)

Motion by Councilman Withey
Seconded by Councilman Testa
VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the Grant Closeout for the Town’s 2016 NYS CDBG Townwide Housing Rehabilitation Grant (CDBG #287HR326-16).

RESOLUTION #64 AMEND 2020 BUDGET AND AUTHORIZE SUPERVISOR TO TRANSFER FUNDS

Motion by Councilman Withey
Seconded by Councilman Testa
VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to amend the 2020 Budget for the Town of Cortlandville by creating a new budget account A1380.4 (Fiscal agent fees) to account for the fiscal agent fees charged for the BAN renewal for the Gutches Lumber Sports Complex and to transfer funds as follows for the expense:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
A1990.4	A1380.4	\$ 6,330.00

AND BE IT FURTHER, RESOLVED, the Town Board does hereby authorize and direct the Supervisor to transfer funds as follows to account for furniture purchased for the Assessor’s office:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
A1355.4	A1355.2	\$ 228.34

There was discussion regarding the creation of a Recreation Commission for the Town of Cortlandville. Supervisor Williams explained that the creation of a Recreation Commission was specified in General Municipal law. The Commission would act as an advisory committee to the Town Board. If the Board was interested in moving forward with creating the Commission, the Board would write policy and appoint interested persons to the Commission.

Councilman Withey stated that Attorney DelVecchio provided the Board with five proposed rules for the Commission. Councilman Withey was concerned with the first proposed recommendation and read it aloud: "The Commission shall possess all the powers and be subject to all the responsibilities of the Town Board to equip and maintain playgrounds and recreation centers in the Town." Councilman Withey voiced concern for limiting expenditures. He suggested that language be included that the Town Board approves expenditures. Supervisor Williams suggested that Attorney DelVecchio reach out to the Association of Towns for recommendations and stated that the Town Board has responsibility for all fiduciary matters.

Attorney DelVecchio explained the rules came from the General Municipal law. He researched other municipalities to see if he could find anything about whether a Commission has fiscal decision-making power. In his research, a Commission is labeled as an advisory committee to the municipal board. Attorney DelVecchio would conduct further research and report back to the Board.

RESOLUTION #65 CREATE THE TOWN OF CORTLANDVILLE
RECREATION COMMISSION

Motion by Councilman Cobb

Seconded by Councilman Guido

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby create the Town of Cortlandville Recreation Commission as allowed per the General Municipal Law of the State of New York and establishes the following Commission rules:

- 1) The Commission shall possess all the powers and be subject to all the responsibilities of the Town Board to equip and maintain playgrounds and recreation centers in the Town.
- 2) The Commission shall consist of a minimum of 5 and a maximum of 7 persons.
- 3) All persons appointed to the Commission shall be a resident of the Town of Cortlandville or otherwise authorized by Section 243 of the General Municipal law of New York State.
- 4) The terms of all persons appointed to the Commission shall be governed by Section 243 of the General Municipal law of New York State.
- 5) All persons appointed to the Commission shall serve without pay.

Councilman Withey made a motion, seconded by Councilman Cobb, to recess the Regular Meeting to an Executive Session to discuss a personnel matter, contract negotiations, and pending litigation. All voting aye, the motion was carried.

The meeting was recessed at 5:51 p.m.

Councilman Withey made a motion, seconded by Councilman Cobb, to adjourn the Executive Session and reconvene to the Regular Meeting. All voting aye the motion was carried.

The Executive Session was adjourned at 6:37 p.m.

RESOLUTION #66 AUTHORIZE EXPENDITURE OF \$12,500.00 FOR THE TOWN'S SHARE OF THE ENGINEERING EVALUATION AND COST ESTIMATE TO INTERCONNECT THE TOWN OF CORTLANDVILLE'S AND THE CITY OF CORTLAND'S WATER SUPPLY AND DISTRIBUTION SYSTEM, PER THE AWARDED 2019 CFA LOCAL GOVERNMENT EFFICIENCY PROGRAM

Motion by Councilman Cobb

Seconded by Councilman Withey

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

WHEREAS, as authorized per Town Board Resolution #146 of 2019, the Town of Cortlandville was authorized to participate in the submission of a Local Government Efficiency (LGE) Grant application to evaluate the feasibility and potential cost of interconnecting the Town of Cortlandville's and City of Cortland's water supply distribution system, and

WHEREAS, the maximum annual funding under the LGE for the implementation of a Shared Service Plan is \$12,500.00 for each local government involved in the project, and

WHEREAS, the Town of Cortlandville and City of Cortland were awarded the Grant to fund the project, therefore

BE IT RESOLVED, the Town Board does hereby authorize the expenditure of up to \$12,500.00 for the Towns' local match requirement of the grant.

RESOLUTION #67 AUTHORIZE SUPERVISOR TO SIGN AGREEMENT WITH PAYCHEX, INC. TO PROVIDE PAYROLL SERVICES FOR THE TOWN OF CORTLANDVILLE

Motion by Councilman Testa

Seconded by Councilman Cobb

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to sign the agreement with Paychex, Inc. to provide payroll services for the Town of Cortlandville, effective March 1, 2020.

RESOLUTION #68 AUTHORIZE SUPERVISOR TO TERMINATE THE AGREEMENT WITH HR ONE FOR PAYROLL SERVICES AND TO ENTER INTO AN AGREEMENT WITH HR ONE TO PROVIDE HUMAN RESOURCE SERVICES FOR THE TOWN OF CORTLANDVILLE

Motion by Councilman Testa

Seconded by Councilman Cobb

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to terminate the agreement with HR One for payroll services at the completion of the conversion to Paychex Inc., and be it further

RESOLVED, the Supervisor is further authorized and directed to enter into an agreement with HR One, 220 W. Manlius Street, PO Box 118, East Syracuse, NY 13057, to provide Human Resource Services for the Town of Cortlandville.

RESOLUTION #69 AUTHORIZE TOWN CLERK TO HIRE TAMARA S.
CONGDON AS A TEMPORARY PART-TIME CLERK

Motion by Councilman Withey
Seconded by Councilman Cobb

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Town Clerk to hire Tamara S. Congdon of Scott, New York as a Temporary Part-time Clerk to fill a temporary void in the Town Clerk's office, at an hourly wage not to exceed \$20.00 per hour, effective March 2, 2020.

RESOLUTION #70 AUTHORIZE PAYMENT TO OUTSIDE COUNCIL TO ASSIST
THE TOWN IN A PENDING LAWSUIT

Motion by Councilman Testa
Seconded by Councilman Guido

VOTES: AYE – Williams, Cobb, Guido, Testa, Withey NAY – 0
ADOPTED

BE IT RESOLVED, at the request of the Town Attorney, the Town Board does hereby authorize payment to outside counsel, Attorney Brett Noonan, to assist the Town in a pending lawsuit (Economy Paving vs. Town of Cortlandville et al), which the Town Attorney is disqualified from representing the Town in, and it is further

RESOLVED, the initial retainer fee of \$1,500.00 is hereby approved.

No further comments or discussion were heard.

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

The meeting was adjourned at 6:43 p.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 March 12, 2020.

The final version of this meeting was approved as written at the Town Board meeting of March 18, 2020.