

TOWN BOARD MEETING

As a result of COVID-19, and the Executive Order of the Governor of the State of New York, the Regular Meeting of the Town Board of the Town of Cortlandville was held via Zoom, video and telephone conferencing, 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; Deputy Town Clerk, Abigail Albro; S. Beeman and John Steed from G. Devincentis & Son Construction Co.; Ahja Haedicke; Jennifer Lewis; News Reporter, Colin Spencer from the *Cortland Standard*.

Due to technical difficulties the videoconference meeting did not start at 5:00 p.m. as scheduled.

Supervisor Williams called the meeting to order. A roll call was conducted with all members of the Board, Town Attorney and Town Clerk present. The additional attendees were announced as well.

Councilman Guido made a motion, seconded by Councilman Cobb, to receive and file the Cortlandville Zoning Board of Appeals Minutes of June 2, 2020. All voting aye, the motion was carried.

Councilman Guido made a motion, seconded by Councilman Cobb, to receive and file the Cortlandville Planning Board Minutes of June 2, 2020. All voting aye, the motion was carried.

Councilman Guido made a motion, seconded by Councilman Cobb, to approve the Draft Town Board Minutes of June 3, 2020. All voting aye, the motion was carried.

Councilman Guido made a motion, seconded by Councilman Cobb, to approve the Draft Town Board Minutes of July 1, 2020. All voting aye, the motion was carried.

RESOLUTION #164 AUTHORIZE PAYMENT OF VOUCHERS – JULY

Motion by Councilman Withey

Seconded by Councilman Guido

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 #855-930		
	General Fund A	\$	38,091.37
	General Fund B	\$	846.15
	Highway Fund DA	\$	0.00
	Highway Fund DB	\$	52,183.52
	Gutchess Lumber SC Project HG	\$	0.00
	C'Ville Fire District SF	\$	0.00
	Sewer Fund SS	\$	1,901.63
	Water Fund SW	\$	20,942.82
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 #(None)		
	Trust & Agency TA	\$	0.00
	Expendable Trust TE	\$	0.00

[Per Town Board Resolution #112 of 2020, "Privilege of the Floor" was suspended until such time as the Governor of the State of New York removes the restrictions per Executive Order 202.1 issued on March 13, 2020, to temporarily suspend the Open Meetings Law (Article 7 of the Public Officers Law) due to COVID-19.]

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

- 1) Water & Sewer Department – June 2020;
- 2) Code Enforcement Officer, Kevin McMahon – June 2020;
- 3) Town Clerk – June 2020;
- 4) Cortland Community SPCA – June 2020;
- 5) Town Justice LeFevre and Town Justice Mathey – June 2020; and
- 6) Fire & Safety Inspector/Code Enforcement Officer, Desiree Campbell – June 2020.

All voting aye, the motion was carried.

RESOLUTION #165 ACCEPT 2020 TAX COLLECTOR'S SUMMARY

Motion by Councilman Withey

Seconded by Councilman Guido

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

ADOPTED

BE IT RESOLVED, the 2020 Tax Collector's Summary as submitted by Town Clerk/Collector Kristin E. Rocco-Petrella for the period of January 1, 2020 through July 1, 2020, is hereby accepted and shall be received and filed.

RESOLUTION #166 ACCEPT CONTINUING DISCLOSURE STATEMENT FOR
THE TOWN OF CORTLANDVILLE AS PREPARED BY
FISCAL ADVISORS & MARKETING, INC. FOR THE FISCAL
YEAR ENDING DECEMBER 31, 2019

Motion by Councilman Withey

Seconded by Councilman Guido

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

ADOPTED

BE IT RESOLVED, the Continuing Disclosure Statement for the Town of Cortlandville as prepared by Fiscal Advisors & Marketing, Inc., dated June 26, 2020, for the Fiscal Year ending December 31, 2019 is hereby accepted and shall be filed in the Town Clerk's office.

RESOLUTION #167 ACCEPT 2019 ANNUAL REPORT OF THE CORTLANDVILLE
POST-CONSTRUCTION STORMWATER MAINTENANCE
INSPECTION PROGRAM

Motion by Councilman Withey

Seconded by Councilman Guido

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

ADOPTED

BE IT RESOLVED, the 2019 Annual Report of the Cortlandville Post-Construction Stormwater Maintenance Inspection Program, as prepared by Cortland County Soil and Water Conservation District, dated July 6, 2020 is hereby accepted and shall be filed in the Town Clerk's office.

Councilman Testa made a motion, seconded by Councilman Guido, to receive and file correspondence from Charter Communications, dated July 1, 2020, July 5, 2020 and July 11, 2020 regarding programming services. All voting aye, the motion was carried.

Attorney DelVecchio reported:

Contract with Siemens Industry Inc. - LED Streetlight Project:

Attorney DelVecchio updated the Board with regard to the Town's contract with Siemens Industry, Inc. for LED Streetlights and building infrastructure changes. Since the discrepancies between what the Town and National Grid had for records of streetlights in the Town was resolved, neither Siemens nor Attorney DelVecchio had heard back from National Grid. He was concerned that nothing was moving forward and that the project was at a standstill.

Notice of Claim:

Attorney DelVecchio apprised the Board that a Notice of Claim was provided to the Town by Anthony Pace regarding a matter that happened at the Town Hall in November 2019 and asked the Board to acknowledge receipt.

RESOLUTION #168 ACKNOWLEDGE RECEIPT OF NOTICE OF CLAIM IN THE
MATTER OF ANTHONY PACE VS. TOWN OF
CORTLANDVILLE ET. AL.

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 acknowledge, by receiving and filing, the Notice of Claim in the matter of Anthony Pace vs. Town of Cortlandville et. al.

Town Board Reports:

Councilman Withey apprised the Board that he and Highway Sup't. Bassett met with the City of Cortland's repair staff for the tub-grinder, which is co-owned by the City of Cortland, Town of Cortlandville, Village of Homer and Village of McGraw and is used to grind yard debris. The tub-grinder is 22-years old and is starting to cost money for repairs; approximately \$40,000 was spent on repairs in 2019. According to Councilman Withey a new tub grinder was needed, which could cost between \$500,000-\$700,000. Over the past two years, Mack Cook, Director of Administration and Finance for the City of Cortland made two applications for grants that were denied; he would try one more time to secure funding. Councilman Withey mentioned that since many landscapers and contractors utilize the tub grinder, a permit fee to cover some of the cost of the equipment was suggested. No action was needed by the Board at this time.

Supervisor Williams reported:

Town Board Meeting:

Supervisor Williams explained that the August 5, 2020 Town Board Meeting would be held in person at the Municipal Garage (Water/Sewer Garage) due to the required public hearings for the proposed local laws. The space would be an appropriate space for social distancing purposes.

Gutchess Lumber Sports Complex – Accessible Playground:

Supervisor Williams recalled that at the July 1, 2020 Town Board Meeting, the Board adopted Resolution #155 to "Amend the 2020 Budget and Authorize Supervisor to Transfer Funds" in order to purchase the accessible playground equipment for the Gutchess Lumber Sports Complex (GLSC). The Board authorized the purchase of the equipment up to \$150,000, which would be partially funded from Community Development Block Grant program income funds already approved by the Office of Community Renewal (\$84,292.39) as well as a \$10,000 private donation already available in the GLSC capital project fund. The Board authorized the transfer of \$55,707.61 from General Fund A surplus funds to complete the purchase. However, after further review of the capital project fund by the Bookkeeper, there were enough funds available to purchase the equipment without using GFA surplus funds (an estimated balance of \$38,321.90 would remain in the project fund after paying final bill to the Town's engineering firm, CHA and paying for the playground equipment). Supervisor Williams asked the Board to rescind the initial resolution authorizing the budget amendment and the transfer of funds from General Fund A. A second resolution was requested to authorize the expenditure of the funds as discussed to accomplish the purchase of the playground equipment. Supervisor Williams anticipated the playground to be operational by Labor Day and would plan a dedication ceremony.

RESOLUTION #169 RESCIND RESOLUTION #155 OF 2020 TO “AMEND THE
2020 BUDGET AND AUTHORIZE SUPERVISOR TO
TRANSFER FUNDS”

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 Rescind Resolution #155 of 2020 to “Amend the 2020 Budget and Authorize Supervisor to Transfer Funds” regarding the purchase of the accessible playground equipment for the Gutches Lumber Sports Complex appropriating General Fund A fund balance and Community Development Block Program Income funds already committed and approved by the New York State Office of Community Renewal in 2018.

RESOLUTION #170 AMEND THE 2020 BUDGET AND AUTHORIZE
SUPERVISOR TO TRANSFER AND EXPEND FUNDS FOR
THE GUTCHESS LUMBER SPORTS COMPLEX ACCESSIBLE
PLAYGROUND EQUIPMENT

Motion by Councilman Testa

Seconded by Councilman Withey

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

BE IT RESOLVED, the Supervisor is hereby authorized and directed to transfer funds to adjust the accounts of the 2020 Budget for the Town of Cortlandville, in order to purchase the accessible playground equipment for the Gutches Lumber Sports Complex appropriating Community Development Block Program Income funds already committed and approved by the New York State Office of Community Renewal in 2018, as follows:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
CD4200	HG5031	\$84,292.39

AND IT IS FURTHER RESOLVED, a prior year donation of \$10,000 as well as the remaining \$55,707.61 available in the Gutches Lumber Sports Complex capital project fund (HG201) is hereby authorized to be expended to complete the accessible playground project.

McLean Road – Reduction of Speed Limit:

Supervisor Williams asked the Board to adopt a resolution for a reduction in speed limit on Route 281 to Fairview Drive from 40 mph to 30 mph. The request would be forwarded to the County Highway Department for comment and to be forwarded to the State.

RESOLUTION #171 AUTHORIZE REQUEST TO REDUCE THE SPEED LIMIT ON
MCLEAN ROAD FROM THE ROUTE 281 INTERSECTION TO
THE FAIRVIEW DRIVE INTERSECTION IN THE TOWN OF
CORTLANDVILLE

Motion by Councilman Cobb

Seconded by Councilman Testa

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

WHEREAS, a request was received from the Town Highway Superintendent to reduce the speed limit to 30 mph on McLean Road, a distance of approximately 0.50 miles (2675 feet), from the Route 281 intersection to the Fairview Drive intersection within the Town of Cortlandville, and

WHEREAS, McLean Road is a County road, therefore

BE IT RESOLVED, the Town Board does hereby authorize and direct the request to reduce the speed limit on McLean Road to 30 mph, a distance of approximately 0.50 miles (2675 feet) from the Route 281 intersection to the Fairview Drive intersection within the Town of Cortlandville, be submitted to the NYS DOT for approval, via the Cortland County Highway Superintendent for his input, as required.

Bids for “Town of Cortlandville Miscellaneous Water and Sewer Improvements”:

With regard to the award of the “Town of Cortlandville Miscellaneous Water and Sewer Improvements”, Supervisor Williams commented that the Board received a recommendation from their engineering firm, CHA as well as comments from Councilman Withey regarding the projects. Supervisor Williams recommended the Board proceed with all three water and sewer projects, or rather to award the base bid plus the alternate bid. CHA reviewed the bids and found the paperwork to be in order, however there was a tie for the lowest bidder for the base bid plus alternate bid.

Supervisor Williams recalled there was discussion in the past regarding going to bond for the projects; however after an in depth review of the water and sewer finances the Town could pay for the projects without going to bond.

Councilman Guido asked how the Board would decide who to award the bid to since there were identical bids. Supervisor Williams explained that per Town Law if there are identical bids the Town could award the bid to the company of its choice or go out to bid again. Attorney DelVecchio concurred. There was a low bidder if the Board chose to proceed with awarding the base bid only for the Hillside Drive Sewer and Lime Hollow Chlorine Contact Time projects.

Councilman Guido made a motion, seconded by Councilman Testa to proceed with all three water and sewer projects listed in the “Town of Cortlandville Miscellaneous Water and Sewer Improvements”.

Discussion continued regarding the matter. Supervisor Williams explained that the projects could be financed through the water and sewer unexpended fund balances and provided the account balances of both accounts. Paying for the projects out of the fund balance rather than going to bond was the favorable option; both the water and sewer fund would be left with healthy fund balances. Supervisor Williams also apprised the Board that that the Town was also waiting for the receipt of grant money from the State for the Gutchess Lumber Sports Complex. By resolution (Resolution #278 of 2018) the Town borrowed approximately \$682,000 from the water fund for the GLSC Phase 1, which was to be repaid after receipt of the expected grant funds.

Supervisor Williams reiterated that the first decision to make was whether or not to move forward with all three water and sewer projects. The next step would be for the Board to award the bid. Supervisor Williams asked Water & Sewer Sup’t. Alteri to address the Board regarding the projects.

Water & Sewer Sup’t. Alteri stated that if the Town can complete all three projects and pay cash for them he would like to proceed with all three as they are all important projects. With regard to the selection of the contractor for the projects, he recalled that the Town was involved in litigation with one of the bidders in the past. Attorney DelVecchio would look into the matter.

Councilman Withey commented that he did not realize that the Town had such a healthy water and sewer fund and was comfortable moving forward with all three projects. He stated he was concerned with the Town’s general fund balance.

Supervisor Williams stated that he had some information regarding the projected sales tax for the Town for the remainder of the year, which was of concern due to COVID-19. The 2020 budget expected \$2.3 million in revenue for sales tax; the projected sales tax revenue for the year was \$2.4 after a recent analysis. He added that expenditures were down in the Highway fund in budget lines such as payroll due to positions not being filled at this time, a decrease in overtime, and the fact that part-time summer employees were not hired as they have been in previous years.

RESOLUTION #172

AUTHORIZATION TO PROCEED WITH THE AWARD OF
THE BASE BID PLUS ALTERNATE BID NO. 1 FOR THE
“TOWN OF CORTLANDVILLE MISCELLANEOUS WATER
AND SEWER IMPROVEMENTS” PROJECTS

Motion by Councilman Guido

Seconded by Councilman Testa

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

ADOPTED

WHEREAS, bids were advertised for the “Town of Cortlandville Miscellaneous Water and Sewer Improvements” to include the Lime Hollow Chlorine Contact Time WM Loop and Hillside Drive Sewer Repairs as a Base Bid, with an Alternate Bid No. 1 for the Route 281 Water Main Extension project, and

WHEREAS, after analysis the Town Board has determined it would be in the best interest of the Town to proceed with the all three water and sewer projects, therefore

BE IT RESOLVED, the Town Board does hereby authorize and direct the Town to proceed with the award of the Base Bid plus Alternate Bid No. 1 for the “Town of Cortlandville Miscellaneous Water and Sewer Improvements”.

There was further discussion regarding the identical bids received for the Base Bid plus Alternate Bid No. 1 for the “Town of Cortlandville Miscellaneous Water and Sewer Improvements”, and how to proceed with awarding the bid. Supervisor Williams asked Attorney DelVecchio if the Board could authorize the Supervisor to award the bid to the most competent, responsible bidder. He commented that both bidders had dealings with the Town in the past and that perhaps with some research the Board could determine competence. The Board was not prepared to move forward with awarding the bid at this time.

Town Clerk Rocco-Petrella suggested the Board table the award of the bid since the notice to bidders indicated that the bid would be awarded at tonight’s meeting, to which Attorney DelVecchio agreed with. Supervisor Williams added that he could call a special meeting if necessary or bring the matter back up at the August 5, 2020 meeting. Attorney DelVecchio reiterated that per Town Law, the Board has the right to determine how the tie will be broken and the winning bidder based on what is in the best interest of the Town.

RESOLUTION #173 TABLE AWARD OF BID FOR THE “TOWN OF
CORTLANDVILLE MISCELLANEOUS WATER AND SEWER
IMPROVEMENTS”

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 table the award of the bid for the “Town of Cortlandville Miscellaneous Water and Sewer Improvements” to allow more time to research and discuss the Town’s options due to the tie between two contractors/bidders for the Base Bid plus Alternate Bid No. 1.

Proposed Local Law – Firearms:

There was discussion regarding a proposed local law regarding firearms for the Town of Cortlandville. Supervisor Williams asked Attorney DelVecchio for an update regarding the proposal since the Board’s last meeting. Attorney DelVecchio explained that the language of the proposed local law was slightly changed from the version presented to the Board at the last meeting: the definition of “building” was changed to include any Town owned property or building; a spelling error was corrected; and a provision was added to the definition of “person” for the inclusion of an exception to allow a person to be allowed on Town property with a weapon with permission from the Town Supervisor. The definition of “person” in the proposed law is as follows: Any person except a police officer, sheriff or deputy sheriff, New York State police officer or peace officer or any other such person that is authorized by the Supervisor of the Town of Cortlandville.

Supervisor Williams offered the example of a State Senator visiting the Town. The Senator often has private security that may be armed and should be allowed to enter the building/property. He stated it would make it easier if there was the ability to offer an exception. Supervisor Williams provided another scenario involving Town property located off of Lime Hollow Road that the Town leases to Lime Hollow Nature Center (LHNC). In the past LHNC practices deer management and have invited members of the group to hunt on the property with permission. Supervisor Williams suggested that the property be posted for no firearms/hunting, however permission could be granted to allow the LHNC to practice deer management when

necessary, but the property should not be hunted otherwise. He also mentioned that the Town's Gutches Lumber Sports Complex is located near the property and was concerned for the safety of the children at the park.

Supervisor Williams stated that the Town should have an enforceable law on the books that protects the Town, prohibiting the activity. Attorney DelVecchio agreed and stated that in the future, it was likely that everyone who comes to Town Hall would have to go through a magnetometer to enter the building. Without such a law, there will be no basis for the security officer to not allow the person to enter the building. Supervisor Williams added that weapons were not allowed in City Hall, the County Court House, and expected that in the future weapons would not be allowed in the County Officer Building. He also mentioned that the Town's "Safety Committee" was working to design a new functional entry into the Town Hall to be proposed at a later date.

RESOLUTION #174 ACKNOWLEDGE RECEIPT OF PROPOSED LOCAL LAW OF
2020 TO ADD CHAPTER 91 ENTITLED "FIREARMS" TO
PART II OF GENERAL LEGISLATION OF THE CODE OF
THE TOWN OF CORTLANDVILLE AND SCHEDULE A
PUBLIC HEARING FOR AUGUST 5, 2020

Motion by Councilman Withey

Seconded by Councilman Guido

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

ADOPTED

BE IT RESOLVED, the Town Board does hereby acknowledge receipt of a proposed Local Law of 2020 to add Chapter 91, entitled "Firearms" to Part II of General Legislation of the Code of the Town of Cortlandville, and it is further

RESOLVED, a Public Hearing shall be scheduled for Wednesday, August 5, 2020 at 5:00 p.m. regarding the proposed Local Law.

Cancellation of Events at Gutches Lumber Sports Complex:

Supervisor Williams apprised the Board that the National PBR baseball cancelled its scheduled events to be held at the Gutches Lumber Sports Complex (GLSC) due to COVID-19 and travel restrictions and rules imposed by the Governor. Other tournaments were still scheduled for the remainder of the season. Supervisor Williams and Councilman Testa were meeting with the GLSC advisory committee and hoped to have a solid schedule for the rest of the year. He also mentioned his intent to bring up the subject of the proposed storage building planned for the GLSC at the next meeting.

Purchase of New Truck for Highway Department:

Supervisor Williams stated that the Board has had discussion in the past regarding the payment for the new Highway Department truck and whether the Town should get a short-term bond to cover the expense. The truck would cost an estimated \$225,000. The 2020 budget line for machinery is \$280,000, which would leave \$55,000 in the account. With the sales tax projections for the remainder of the year, there should be adequate funds to pay for the truck and not go to bond. Supervisor Williams asked for authorization to spend up to \$230,000 for the new truck.

RESOLUTION #175 AUTHORIZE EXPENDITURE OF UP TO \$230,000 FOR THE
PURCHASE OF A NEW 2020 INTERNATIONAL HV513 SFA
6X4 10-WHEEL DUMP TRUCK INCLUDING THE
PLOW/BODY PACKAGE FOR THE TOWN HIGHWAY
DEPARTMENT

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 the expenditure of up to \$230,000 for the purchase of a new 2020 International HV513 SFA 6X4 10-wheel dump truck for the Town of Cortlandville Highway Department, including the Viking-Cives plow/body package from Stadium International to be paid to Navistar Inc. (quote from Onondaga County Contract #8996), as well as ancillary items required for the truck (ie: beacon light, radio) as requested by the Highway Superintendent.

RESOLUTION #176 AUTHORIZE SUPERVISOR TO EXECUTE DISCHARGE OF
MORTGAGE BETWEEN THE TOWN AND DAVID MOONEY
REGARDING THE 2013 COMMUNITY DEVELOPMENT
BLOCK GRANT TOWN-WIDE HOUSING REHABILITATION
PROGRAM

Motion by Councilman Cobb

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 execute the discharge of mortgage between the Town and David Mooney, 21 Spring Street, McGraw, New York, regarding the 2013 Community Development Block Grant Town-Wide Housing Rehabilitation Program, in the amount of \$27,725.00, and it is further

RESOLVED, the Town further acknowledges receipt of the principal balance loan payoff due and payable to the Town in the amount of \$1,848.52.

Councilman Withey made a motion, seconded by Councilman Testa, to receive and file correspondence from Matthew Steele, dated July 6, 2020, regarding a proposed local law for the Town of Cortlandville regarding firearms. All voting aye, the motion was carried.

Councilman Cobb made a motion, seconding by Councilman Testa, to receive and file correspondence from Supervisor Williams to Matthew Steele, dated July 8, 2020, in response to Mr. Steele's July 6, 2020 letter regarding a proposed local law for the Town of Cortlandville regarding firearms. All voting aye, the motion was carried.

Councilman Guido made a motion, seconded by Councilman Testa, to receive and file the Project Status Report from January 1, 2020 to June 30, 2020 for the NYS Community Development Block Grant Town-wide Housing Rehabilitation Project (CDBG #287HR323-19). All voting aye, the motion was carried.

There was discussion regarding the resignation for retirement for Bookkeeper, Marcia Hicks. Supervisor Williams and the Board praised Mrs. Hicks for her 33 years of dedicated service to the Town, her vast knowledge and work ethic.

RESOLUTION #177 ACCEPT RESIGNATION FOR RETIREMENT FROM MARCIA
M. HICKS AS BOOKKEEPER FOR THE TOWN OF
CORTLANDVILLE EFFECTIVE JULY 30, 2020

Motion by Councilman Cobb

Seconded by Councilman Testa

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

ADOPTED

WHEREAS, after 33 years of dedicated service to the Town of Cortlandville as Bookkeeper, Marcia M. Hicks has submitted her letter of resignation for retirement, therefore

BE IT RESOLVED, the Town Board does hereby accept, with deep regret, the letter of resignation from Marcia M. Hicks as Bookkeeper for the Town of Cortlandville, to be effective July 30, 2020, and it is further

RESOLVED, the letter of resignation dated July 9, 2020 is hereby received and filed.

RESOLUTION #178 AUTHORIZE SALARY INCREASE FOR DEPUTY
TOWN CLERK, ABIGAIL C. ALBRO

Motion by Councilman Testa

Seconded by Councilman Guido

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

ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize acknowledge that Abigail C. Albro, Deputy Town Clerk, has successfully completed her six-month probationary period for the Town Clerk's office, and be it further

RESOLVED, that per the provisions of her employment contract, the salary increase of \$500.00 for Abigail C. Albro is hereby authorized effective July 7, 2020.

RESOLUTION #179 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 Supervisor is hereby authorized and directed to transfer funds to adjust the accounts of the 2020 Budget for the Town of Cortlandville, in order to make payment to Moody's Investor Service for work completed for the Town, as follows:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>
A1990.4	A1380.4	\$9,750.00

No further comments or discussion were heard.

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

The meeting was recessed at 6:35 p.m.

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

The Executive Session was adjourned at 7:14 p.m.

RESOLUTION #180 AUTHORIZE SALARY INCREASE FOR WATER
TREATMENT PLANT OPERATOR, BRIAN R. CONGDON

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 a salary increase of \$10,000 (pro-rated) for Water Treatment Plant Operator, Brian R. Congdon of 6843 State Route 41, Homer, New York, effective July 15, 2020, and it is further

RESOLVED, Mr. Congdon's annual salary shall be \$65,354.94 (pro-rated).

RESOLUTION #181 AUTHORIZE HIRING MARCIA M. HICKS AS PART-TIME
ASSISTANT BOOKKEEPER FOR THE TOWN OF
CORTLANDVILLE

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 authorize hiring Marcia M. Hicks, 4075 Hicks Hill Road, McGraw, New York as part-time Assistant Bookkeeper for the Town of Cortlandville, effective August 3, 2020 through December 31, 2020, and it is further

RESOLVED, Mrs. Hicks shall be paid a wage of \$30.00 per hour, not to exceed 15 hours per week with no benefits.

RESOLUTION #182 APPOINT MEGAN B. JOHNSON AS FULL-TIME
BOOKKEEPER TO THE SUPERVISOR FOR THE TOWN OF
CORTLANDVILLE

Motion by Councilman Guido

Seconded by Councilman Testa

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

WHEREAS, due to the resignation for retirement, there is a vacancy for the position of full-time Bookkeeper to the Supervisor for the Town of Cortlandville, therefore

BE IT RESOLVED, that Assistant Bookkeeper, Megan B. Johnson, of 3958 US Route 11, Cortland, New York, is hereby appointed as full-time Bookkeeper to the Supervisor for the Town of Cortlandville, effective July 31, 2020, at an annual salary of \$49,835.00 (pro-rated), and it is further

RESOLVED, by accepting the new position, Ms. Johnson shall no longer be employed as Assistant Bookkeeper for the Town of Cortlandville.

RESOLUTION #183 AUTHORIZE EXPENDITURE OF UP TO \$4,000 FOR
SIGNAGE ON MCLEAN ROAD

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 expenditure of up to \$4,000 for the purchase of signage to be installed on McLean Road, a County road, subject to approval from the Cortland County Highway Superintendent.

RESOLUTION #184 REQUEST CORTLAND COUNTY INDUSTRIAL
DEVELOPMENT AGENCY STIPULATE \$7,500 PER MW FOR
PAYMENT IN-LIEU-OF-TAX (PILOT) AGREEMENTS FOR
ANY SOLAR PROJECT PROPOSED IN THE TOWN OF
CORTLANDVILLE

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 request that the Cortland County Industrial Development Agency (IDA) stipulate \$7,500 per MW for payment in-lieu-of-tax (PILOT) agreements for any solar project proposed in the Town of Cortlandville, and it is further

RESOLVED, the Cortland County IDA shall negotiate the sales tax with the solar companies.

No further comments or discussion were heard.

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

The meeting was adjourned at 7:22 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 August 7, 2020.

The final version of this meeting was approved as written at the Town Board meeting of August 19, 2020.