

**CORTLANDVILLE TOWN BOARD
AGENDA
APRIL 4, 2018 - 5:00 P.M.**

Pledge Allegiance to the Flag

- A. CALL THE MEETING TO ORDER**
- B. APPROVE MINUTES**
- C. PURCHASE ORDERS**
- D. AUTHORIZATION TO PAY THE BILLS**
- E. PRIVILEGE OF THE FLOOR**
- F. REPORTS – (Town Clerk)**
 - F-1 Receive & file the Water & Sewer Monthly Report for March 2018
 - F-2 Receive & file the Tax Collector’s Monthly Report for March 2018
 - F-3 Receive & file the Town Clerk’s Monthly Report for March 2018
 - F-4 Receive & file the Cortland County SPCA Monthly Report for March 2018
 - F-5 Receive & file the Code Enforcement/ Fire & Safety Inspection Monthly Report of March, 2018 submitted by Desiree’ Campbell
- G. COMMUNICATIONS**
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - I-1 Town Clerk
 - I-2 Town Attorney
 - I-3 Accept Statement of Completion for the following Water & Sewer Projects:
 - a.) Luker Road Water Project (2015 – 2017) \$575,633.57
 - b.) Owego Street Water Project (2015 – 2017) \$232,561.20
 - c.) Oakcrest & Pendleton Street Sewer Project (2015 – 2017) \$876,000.00
 - I-4 Forward draft Agricultural & Farmland Protection Plan to the Town & County Planning Boards for their review & recommendations; also schedule a Public Hearing date of April 18, 2018 at 5:00 p.m.

- I-5 Receive & file the following correspondences regarding the proposed Zoning Amendment (handed out at the March 21st Town Board Meeting):
- a.) Mackenzie A. Cobb
 - b.) George R. Ross IV
 - c.) Caitlyn Baker
 - d.) Ahlexis M. Tetreault
 - e.) Maverick Stafford
 - f.) Trinity Tanudjaja
 - g.) Kiara M. McFall
 - h.) Cade Dodge
 - i.) Adam Nieves
- I-6 Authorize the Water & Sewer Superintendent to purchase a 2017 Ford New Holland Backhoe, model #B95C from CNY Farm Supply in the amount of \$72,466.00
- I-7 CDBG #287SB902-18 Royal Nissan of Cortland, Inc.:
- a.) Authorize the Supervisor to sign the Grant Agreement from Thoma Development for the administrative & program delivery services
- I-8 Receive & file the SEQRA, Negative Declaration dated March 28, 2018 from Cortland County IDA regarding the Cortland Commerce Development LLP project
- I-9 Consideration of Aquifer Protection Permit regarding the Cortland Commerce Development LLP project
- I-10 Receive & file the correspondence dated March 28, 2018 from NYS Home & Community Renewal regarding the NYS HOME Grant Program – Monitoring
- I-11 CDBG #287HR326-16 Town-wide Housing Rehabilitation Grant Program:
- a.) Authorize the Supervisor to sign the “New Applicant Approval Request” regarding the Town’s CDBG #287HR326-16 for the following applicants:
 - Earl & Donna Fox, 3133 Gracie Road
 - Darik & Amber Hanback, 3673 Pendleton Street
 - b.) Authorize payment of the following vouchers: **(Originals in Supervisor’s packet to be signed & initialed by Board Members)**
 - Voucher # 28, Tim Henry Improvements, in the amount of \$9,175.00
 - Voucher # 29, O’Donnell Construction, in the amount of \$10,900.00
 - Voucher # 30, Sweeney’s Pest Elimination, in amount of \$172.80
 - Voucher # 31, Thoma Development Consultants, in the amount of \$300.00
 - Voucher # 32, Thoma Development Consultants, \$5,700.00
- I-12 Receive & file the correspondence dated March 20, 2018 from Water & Sewer Superintendent, Peter Alteri regarding Town Water & Sewer Dept. “Notice of Application” with the Susquehanna River Basin – Lime Hollow Wells #2 & #7.

J. ADJOURN

RECEIVED ^{Mar} ~~APR~~ 29 2018
 F-1

WATER MONTHLY ACTIVITY FOR MARCH 2018															
DATE	TRANSACTION	WATER BILLING	FINALS	APPL.	PENALTY	TURN ON/OFF	UNAPPLIED CREDITS	APPLIED CREDITS	NSF CHECK	ACCOUNT ADJ.	ACCOUNT ADJ.	DEPOSIT	TOTAL A/R	UNAPPLIED CREDIT	350 REC> BOOKKEEPER
03/01/18	Carry over Bal												\$8,592.90	\$582.71	\$8,010.19
03/01/18	Acct # 1329		\$24.05										\$8,616.95	\$582.71	\$8,034.24
03/01/18	Acct # 1159		\$24.05										\$8,641.00	\$582.71	\$8,058.29
03/01/18	Acct # 1885					\$25.00							\$8,666.00	\$582.71	\$8,083.29
03/01/18	Acct # 221					\$25.00							\$8,691.00	\$582.71	\$8,108.29
03/01/18	Acct # 221									\$2.48			\$8,693.48	\$582.71	\$8,110.77
03/01/18	Deposit											\$58.45	\$8,635.03	\$582.71	\$8,052.32
03/01/18	Deposit											\$206.14	\$8,428.89	\$582.71	\$7,846.18
03/08/18	Acct # 1399						\$30.69						\$8,459.58	\$613.40	\$7,846.18
03/08/18	Deposit											\$871.39	\$7,588.19	\$613.40	\$6,974.79
03/13/18	Acct # 1226						\$33.54						\$7,621.73	\$646.94	\$6,974.79
03/13/18	Acct # 1065						\$0.02						\$7,621.75	\$646.96	\$6,974.79
03/13/18	Deposit											\$304.24	\$7,317.51	\$646.96	\$6,670.55
03/14/18	Deposit											\$85.64	\$7,231.87	\$646.96	\$6,584.91
03/14/18	Deposit											\$54.07	\$7,177.80	\$646.96	\$6,530.84
03/14/18	Acct 178		\$24.05										\$7,201.85	\$646.96	\$6,554.89
03/16/18	Deposit											\$234.28	\$6,967.57	\$646.96	\$6,320.61
03/21/18	Deposit											\$210.69	\$6,756.88	\$646.96	\$6,109.92
03/31/18	Carry over Bal												\$6,756.88	\$646.96	\$6,109.92

SEWER MONTHLY ACTIVITY FOR MARCH 2018

DATE	TRANSACTION	SEWER BILLING	FINALS	APPL.	PENALTY	TURN ON/OFF	UNAPPLIED CREDITS	APPLIED CREDITS	NSF CHECK	ACCOUNT ADJ.	ACCOUNT ADJ.	DEPOSIT	TOTAL AIR	UNAPPLIED CREDIT	360REC> BOOKKEEPER
03/01/18	Carry over Bal												\$15,694.58	\$400.40	15,294.18
03/01/18	Acct # 1329		\$28.00										\$15,722.58	\$400.40	\$15,322.18
03/01/18	Deposit											\$74.39	\$15,648.19	\$400.40	\$15,247.79
03/01/18	Deposit											\$259.87	\$15,388.32	\$400.40	\$14,987.92
03/08/18	Deposit											\$840.22	\$14,548.10	\$400.40	\$14,147.70
03/13/18	Deposit											\$194.26	\$14,353.84	\$400.40	\$13,953.44
03/14/18	Deposit											\$111.44	\$14,242.40	\$400.40	\$13,842.00
03/14/18	Deposit											\$68.41	\$14,173.99	\$400.40	\$13,773.59
03/14/18	Acct # 178		\$28.00										\$14,201.99	\$400.40	\$13,801.59
03/16/18	Deposit											\$159.65	\$14,042.34	\$400.40	\$13,641.94
03/21/18	Deposit											\$177.25	\$13,865.09	\$400.40	\$13,464.69
03/31/18	Carry over Bal												\$13,865.09	\$400.40	\$13,464.69

Cortlandville

Trial Balance Report 2018

F-2

Date: 04/03/2018 Town/County

Warrant	\$11,891,729.58		
Adjustments	\$0.00		
Adjusted Warrant	\$11,891,729.58		
Full Payments	\$9,666,512.22		
Partial Payments	\$490,005.29		
Direct to County	\$729,725.18	<i>NOT Deposited in the bank</i>	Direct to Cty \$729,725.18
<i>Over Paid</i>	<i>\$0.00 (to be refunded)</i>		Direct Penalties \$0.00
Tax Collected	\$10,886,242.69	Collected 91.54 %	Total Direct \$729,725.18
Tax Less Direct	\$10,156,517.51		
Service Charge	\$20.00	Service Charge Billed \$-20.00	
Surcharge	\$0.00		Credit \$42,036.74
Misc Coll.	\$0.00		Cash \$146,268.64
Full/Partial Penalties	\$11,183.11		Check \$9,979,415.24
Net Deposit	\$10,167,720.62		Total Deposit \$10,167,720.62
NOT Collected	\$1,005,486.89		

Does not include any overpayments shown above

Includes overpayments shown above

Balance Successful

This sheet should match your bank records.

WARRANT

04/03/2018

Cortlandville

Description	Original Tax Amount	Adjustment	Adjusted Tax Amount	Tax Collected
County Taxes	55,481.04	0.00	55,481.04	50,789.93
County Taxes	364,664.53	0.00	364,664.53	333,830.88
Relevy Sewer	15,133.43	0.00	15,133.43	13,853.85
County Taxes	7,936,881.20	0.01	7,936,881.21	7,265,790.44
Relevy Water	13,201.43	0.00	13,201.43	12,085.20
Town of Cortlandvill	8,070.42	0.00	8,070.42	7,388.04
Town of Cortlandvill	51,936.75	0.00	51,936.75	47,545.32
Cortlandville Fire	765,460.07	0.00	765,460.07	700,737.77
Town of Cortlandvill	1,749,627.91	-0.01	1,749,627.90	1,601,690.81
School Relevy	384,178.99	0.00	384,178.99	351,695.33
Village Relevy	26,305.40	0.00	26,305.40	24,081.19
Cortlandville sewer	308,967.21	0.00	308,967.21	282,842.96
Cortlandville water	211,821.20	0.00	211,821.20	193,910.98
Totals:	11,891,729.58	0.00	11,891,729.58	10,886,242.70

Batch Summary

TOWN OF CORTLANDVILLE

03/01/2018 to 04/03/2018

Date Printed 04/03/2018

Batch	Date	Phys	Svc Chg	Surchg	Misc.	Total	Tax	Cash	Checks	Credit	Paid	Clerk	Count
95	03/01/2018	3.85	0.00	0.00	0.00	264.15	260.30	0.00	264.15	0.00		CRISTIN	1
96	03/01/2018	75.50	0.00	0.00	0.00	5109.88	5034.38	303.40	4806.48	0.00		CRISTIN	9
97	03/02/2018	0.00	0.00	0.00	0.00	-16.12	-16.12	0.00	-16.12	0.00		MAIL CRISTIN	1
98	03/02/2018	0.00	0.00	0.00	0.00	-3.84	-3.84	0.00	-3.84	0.00		MAIL CRISTIN	1
99	03/02/2018	188.83	0.00	0.00	0.00	11082.96	10894.13	0.00	11082.96	0.00		CRISTIN	18
100	03/05/2018	238.20	0.00	0.00	0.00	13361.37	13123.17	0.00	13361.37	0.00		CRISTIN	12
101	03/05/2018	22.04	0.00	0.00	0.00	1174.74	1152.70	0.00	1174.74	0.00		CRISTIN	1
103	03/06/2018	1.42	0.00	0.00	0.00	96.40	94.98	0.00	0.00	96.40		CREDITC CRISTIN	1
104	03/06/2018	120.10	0.00	0.00	0.00	7321.68	7201.58	0.00	7321.68	0.00		CRISTIN	10
105	03/07/2018	551.50	0.00	0.00	0.00	33796.58	33245.08	0.00	33796.58	0.00		CRISTIN	16
106	03/08/2018	0.00	0.00	0.00	0.00	-50.90	-50.90	0.00	-50.90	0.00		MAIL CRISTIN	1
107	03/08/2018	127.95	0.00	0.00	0.00	8109.98	7982.03	1057.82	7052.16	0.00		CRISTIN	10
108	03/09/2018	380.57	0.00	0.00	0.00	22015.20	21634.63	4281.62	17733.58	0.00		MAIL CRISTIN	25
109	03/12/2018	249.76	0.00	0.00	0.00	16899.23	16649.47	774.65	16124.58	0.00		CRISTIN	22
110	03/13/2018	506.63	0.00	0.00	0.00	29166.02	28659.39	0.00	29166.02	0.00		CRISTIN	20
111	03/14/2018	398.54	0.00	0.00	0.00	26966.65	26568.11	2005.47	24961.18	0.00		CRISTIN	26
112	03/15/2018	500.35	0.00	0.00	0.00	33857.43	33357.08	594.80	33262.63	0.00		CRISTIN	35
113	03/15/2018	437.55	0.00	0.00	0.00	29609.63	29172.08	0.00	29609.63	0.00		CRISTIN	36
116	03/19/2018	68.46	0.00	0.00	0.00	2350.29	2281.83	3.81	2346.48	0.00		MAIL CRISTIN	5
117	03/20/2018	290.00	0.00	0.00	0.00	12154.17	11864.17	385.35	11768.82	0.00		CRISTIN	6
118	03/20/2018	60.55	0.00	0.00	0.00	3088.02	3027.47	0.00	0.00	3088.02		CREDITC CRISTIN	1
119	03/21/2018	59.54	0.00	0.00	0.00	2570.20	2510.66	412.26	2157.94	0.00		CRISTIN	10
120	03/22/2018	162.40	0.00	0.00	0.00	7917.79	7755.39	1678.99	6238.80	0.00		CRISTIN	6

Batch Summary

03/01/2018 to 04/03/2018

TOWN OF CORTLANDVILLE

Date Printed 04/03/2018

Batch	Date	Plyvs	Svc Chg	Surchg	Misc.	Total	Tax	Cash	Checks	Credit	Paid	Clerk	Count
121	03/23/2018	574.73	0.00	0.00	0.00	28070.91	27496.18	0.00	28070.91	0.00		COUNTE KRISTIN	10
122	03/26/2018	365.87	0.00	0.00	0.00	17617.84	17251.97	381.85	17235.99	0.00		COUNTE KRISTIN	10
123	03/27/2018	28.28	0.00	0.00	0.00	970.81	942.53	402.75	568.06	0.00		COUNTE KRISTIN	2
124	03/29/2018	124.32	0.00	0.00	0.00	6248.46	6124.14	0.00	6248.46	0.00		COUNTE KRISTIN	5
125	03/30/2018	297.68	0.00	0.00	0.00	14767.33	14469.65	4483.25	10284.08	0.00		COUNTE KRISTIN	8
126	03/29/2018	983.52	0.00	0.00	0.00	41402.61	40419.09	0.00	41402.61	0.00		COUNTE KRISTIN	16
Totals		\$6,818.14	\$0.00	\$0.00	\$0.00	\$375,919.47	\$369,101.33	\$16,766.02	\$355,969.03		\$3,184.42		324

F-3

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Clerk Fees	Certified Copies - Marriage	5	50.00
		Interest on NOW Account	1	0.04
	Conservation	Conservation	7	10.22
			Sub-Total:	\$60.26
A1550	Clerk Fees	Dog Redemption Fee	1	40.00
		Sub-Total:		
A2544	Dog Licensing	Dog Renewal/Unlicensed Late Fee	3	40.00
		Exempt Dogs	1	0.00
		Female, Spayed	43	430.00
		Female, Unspayed	2	38.00
		Male, Neutered	33	330.00
		Male, Unneutered	8	152.00
		Late Fee	Late Fee	11
				Sub-Total:
B1540	Ordinance Permit Fee	Fire Inspection Fee	5	928.00
			Sub-Total:	\$928.00
B1570	Ordinance Permit Fee	Demolition Permit	3	702.00
			Sub-Total:	\$702.00
B1603	Clerk Fees	Vitals - Death	16	250.00
			Sub-Total:	\$250.00
B2110	Ordinance Permit Fee	Subdivision Filing Fee	1	30.00
	Ordinance Permit Fees	Aquifer	3	300.00
		Conditional	4	850.00
		Site Plan	1	250.00
		Subdivision Application	2	100.00
		Variance	1	10.00
			Sub-Total:	\$1,540.00
B2111	Ordinance Permit Fee	Building Permit - Renewal	1	50.00
	Ordinance Permit Fees	Building	14	826.00
			Sub-Total:	\$876.00
B2115	Ordinance Permit Fee	Stormwater Review Application	3	1,500.00
			Sub-Total:	\$1,500.00

F-4

Town of Cortlandville-Including Village of McGraw
 Monthly Report • March 2018

Dogs Impounded 0

Citizen
 CCSD
 SPCA
 OS

Dispositions 0

Redeemed
 Adopted
 Euthanized
 DOA
 Still at Shelter
 Transferred

Complaints This Month 3

YTD: 24

Dog Control:

Dog at Large 2
 Unlicensed
 Unvaccinated
 Aggressive Dog
 Dog Bite

Animal Cruelty:

Dog/Cat Abandonment
 Dog/Cat Abuse
 Dog/Cat Neglect
 Dog/Cat Sick or Injured
 Inadequate Shelter 1
 Hot/Cold Vehicle

Dispositions:

Compliance Order 1
 No Violation 1
 Unable to Locate
 Animal Picked Up 1
 Pending Investigation
 Charges/Arrest

Tickets Issued:	0	Tickets Issued YTD:	0
Dogs Impounded this month:	0	Dogs Impounded YTD	3
Cats Impounded this month:	1	Cats Impounded YTD:	2
Citizen Assist:	0	Citizen Assist YTD:	4

F-5

Inspections Report

From: 3/1/2018 To: 3/31/2018

Identifier	Address	Municipality	Date	Inspection Type	Inspector	Primary Contact	Result
95.12-01-08.000	3638 Route 281	Cortlandville	3/28/2018	FS Public Assembly	Desiree Campbell	Bruench Incorporated	Passed
86.13-01-27.000	1111-1121 Route 222	Cortlandville	3/27/2018	FS Mercantile	Desiree Campbell	Cortlandville Assoc LLC	Failed
77.00-12-07.000	1819 Route 13	Cortlandville	3/5/2018	FS Business	Desiree Campbell	1657 Hillside LLC	Passed
86.13-01-65.110	3918-3944 Rte 281	Cortlandville	3/9/2018	FS Mercantile	Desiree Campbell	Cortlandville Crossing LLC	Passed
86.13-01-65.110	3918-3944 Rte 281	Cortlandville	3/19/2018	FS Mercantile	Desiree Campbell	Cortlandville Crossing LLC	Failed
86.13-01-65.110	3918-3944 Rte 281	Cortlandville	3/21/2018	FS Mercantile	Desiree Campbell	Cortlandville Crossing LLC	Passed
105.00-03-14.000	641 Route 13	Cortlandville	3/30/2018	FS Business	Desiree Campbell	Pyrotek Inc	Failed
95.16-02-72.000	873 Route 13	Cortlandville	3/19/2018	FS Public Assembly	Desiree Campbell	879 Route 13 LLC	Failed
86.13-01-65.110	3918-3944 Rte 281	Cortlandville	3/14/2018	FS Mercantile	Desiree Campbell	Cortlandville Crossing LLC	Passed
86.13-01-65.110	3918-3944 Rte 281	Cortlandville	3/9/2018	FS Mercantile	Desiree Campbell	Cortlandville Crossing LLC	Failed

Paid Fees Report

From: 3/1/2018 To: 3/31/2018

Fees display in red in the case that a single non-cash payment is received for multiple fees.

Fee Group	Payment Type	Payment Date	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
Building Department								
Cash								
		3/6/2018	96.06-01-23.000	Res Remodel	Cortland Kitchen and Bath	Cash	00000427	\$42.00
			3673 Abdallah Ave					
Fees Paid By Cash: \$42.00								
Check								
		3/15/2018	95.14-01-12.000	Res Remodel	Crown Construction	Check #002616	00000431	\$88.00
			506 McLean Rd					
		3/28/2018	95.00-01-41.000	Demolition-Res	Dickie L Scout	Check #4820	00000437	\$12.00
			415 McLean Rd					
		3/29/2018	86.17-01-02.111	Demolition-Commercial	Royal Auto Group	Check #250121	00000438	\$600.00
			3903-3911 West Road					
		3/29/2018	95.00-01-41.000	Res New Construction	Dickie L Scout	Check #4819	00000439	\$76.00
			415 McLean Rd					
		3/27/2018	77.00-07-02.000	Permit Renewal	Brian D Francis	Check #3567	00000436	\$50.00
			1900 E River Rd					
		3/26/2018	76.18-01-07.000	Commercial Signs	Signs by Marsh	Check #1817	00000434	\$48.00
			1259 Fisher Ave					

Total Paid Fees: \$1,920.00

04/03/2018

Unpaid Fees Report

Fee Date From: January 01, 2018 To: March 31, 2018

Fee Group : All
Municipality : All

Parent Type
Transaction

Fee Type	Fee Date	Owner Business	Amount
FS Business			
Inspection at 3821 Buck Dr, on 3 /29/2018			
FS Business	3/30/18	Tennlab Properties, LLC	\$120.00
Inspection at 641 Route 13, on 3 /30/2018			
FS Business	3/30/18	Pyrotek Inc	\$240.00
Inspection at Cannon Pools 807 Route 13, on 2 /12/2018			
FS Business	2/12/18	Bestway Enterprises Inc	\$90.00
Inspection at Cazenovia Equipment 3885 Route 11, on 3 /29/2018			
FS Business	3/29/18	Love/Frazee Associates	\$180.00
Inspection at China City, Verizon, Smoker's Choice 3918-3944 Route 281, on 2 /20/2018			
FS Square ft.	2/20/18	Cortland Station Inc.	\$60.00
Total :			\$690.00

04/03/2018

Unpaid Fees Report

Fee Date From: January 01, 2018 To: March 31, 2018

Fee Group : All
Municipality : All

Parent Type

Transaction

Fee Type	Fee Date	Owner Business	Amount
FS Public Assembly			
Inspection at Cortland Buffet 3654-3666 Route 281, on 1 /8 /2018			
FS Public Assembly	1/8/18	Gator Cortlandville Partners	\$100.00
Inspection at Doug's Fish Fry 3638 Route 281, on 3 /28/2018			
FS Public Assembly	3/28/18	Bruench Incorporated	\$100.00
Total :			\$200.00
Grand Total :			\$2,361.00

04/03/2018

Payment Summary Report

From March 01, 2018 to March 31, 2018

For User : All

Modules: Permit, Complaint, Project, Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
<hr/>			
03/06/2018			
<hr/>			
03/06/2018	Application	Cash	42.00
		Total :	42.00
<hr/>			
03/08/2018			
<hr/>			
03/08/2018	Application	Check	50.00
		Total :	50.00
<hr/>			
03/09/2018			
<hr/>			
03/09/2018	Periodic Inspection	Check	336.00
		Total :	336.00
<hr/>			
03/13/2018			
<hr/>			
03/13/2018	Application	Check	90.00
		Total :	90.00
<hr/>			
03/15/2018			
<hr/>			
03/15/2018	Application	Check	88.00
		Total :	88.00
<hr/>			
03/19/2018			
<hr/>			
03/19/2018	Application	Check	116.00
		Total :	116.00
<hr/>			

04/03/2018

Payment Summary Report

From March 01, 2018 to March 31, 2018

For User : All

Modules: Permit, Complaint, Project, Periodic Inspection

Payment Date	Parent Type	Payment Type	Amount
Grand Total :			1,920.00

Cash Receipts Report

04/03/2018
12:15:30PM

From: 03/01/2018 To: 03/31/2018

For User: Desiree Campbell

Payment Date: 03/09/2018

Module: Periodic Inspection

Transaction: Inspection at North View Apts. 4295 Route 11, on 2 /14/2018 Type: Periodic Inspection

Payor: Delvecchio Family LLC

Payment Amount: \$336.00

Payment Type:

Payment #:

Payment Detail:

Check #12981

00000429

\$336.00

Fee Type

Fee Amount

FS Multiple Dwellings 59

\$336.00

Periodic Inspection Group Totals: \$336.00

03/09/2018 Group Totals: \$336.00

Payment Date: 03/23/2018

Module: Periodic Inspection

Transaction: Inspection at Starr Apts. 1170 Starr Rd, on 3 /14/2018 Type: Periodic Inspection

Payor: Joan M Robinson

Payment Amount: \$182.00

Payment Type:

Payment #:

Payment Detail:

Check #2243

00000433

\$182.00

Fee Type

Fee Amount

FS Multiple Dwellings 59

\$182.00

Periodic Inspection Group Totals: \$182.00

03/23/2018 Group Totals: \$182.00

Payment Date: 03/27/2018

Module: Periodic Inspection

Transaction: Inspection at Economy Paving 1819 Route 13, on 3 /5 /2018 Type: Periodic Inspection

Payor: 1657 Hillside LLC

Payment Amount: \$180.00

Payment Type:

Payment #:

Payment Detail:

Check #1113

00000435

\$180.00

Fee Type

Fee Amount

FS Business

\$180.00

Periodic Inspection Group Totals: \$180.00

03/27/2018 Group Totals: \$180.00

Payment Date: 03/29/2018

Module: Periodic Inspection

Transaction: Inspection at Moe's 873 Route 13, on 3 /19/2018 Type: Periodic Inspection

Payor: 879 Route 13 LLC

Payment Amount: \$50.00

Payment Type:

Payment #:

Payment Detail:

Check #1613

00000441

\$50.00

Fee Type

Fee Amount

FS Public Assembly

\$50.00

Periodic Inspection Group Totals: \$50.00

03/29/2018 Group Totals: \$50.00

Totals:

Check \$748.00

Grand Total: \$748.00

Permit Search

Search Date : April 03, 2018

<u>Permit #</u>	<u>Permit Type</u>	<u>Date</u>	<u>Status</u>	<u>Identifier</u>	<u>Location Name</u>	<u>Street#</u>	<u>Address</u>	<u>Contact</u>	<u>Department</u>
18-021	Signs	03/16/2018	Open	86.13-01-65.11 0	Cortoland Station Inc.		3918-3944 Rte 281	Cortandville Crossing LLC	
18-023	Signs	03/19/2018	Open	95.16-02-77.00 0		882	Route 13	McNeil Development LLC	
18-024	Signs	03/26/2018	Open	76.18-01-07.00 0	Cortland Health Center, Pro Active	1259	Fisher Ave	Signs by Marsh	
D18-04	Demolition	03/28/2018	Completed	95.00-01-41.00 0		415	McLean Rd	Dickie L Scutt	Desiree Campbell

Printed : April 03, 2018

Town of Cortlandville Permit Monthly Report

From : March 01, 2018 To : March 31, 2018

<u>Document #</u>	<u>Issue Date</u>	<u>Owner</u>	<u>Document Type</u>	<u>Property Location</u> <u>SBL</u>	<u>Valuation</u>	<u>Amount</u>
March						
15-24	3/3/2018	Brian Francis	Permit Renewal	1900 E River Rd 77.00-07-02.000	\$0.00	\$50.00
18-018	3/6/2018	David Wayman	Alterations-Residential	3673 Abdallah Ave 96.06-01-23.000	\$883.00	\$42.00
18-019	3/8/2018	George McCracken	Alterations-Residential	655 Lime Hollow Rd 95.00-06-08.000	\$27,061.00	\$50.00
18-020	3/15/2018	Roland Ryan	Alterations-Residential	506 McLean Rd 95.14-01-12.000	\$24,000.00	\$88.00
18-022	3/19/2018	Benjamin & Kelley Locke	New Construction-Res	981 Route 222 86.13-01-44.000	\$38,400.00	\$116.00
18-024	3/26/2018	CMA Properties LLC	Signs	Cortland Health Center, Pro Ac 76.18-01-07.000	\$0.00	\$48.00
18-025	3/29/2018	Dickie Scutt	New Construction-Res	415 McLean Rd 95.00-01-41.000	\$17,800.00	\$76.00
D18-03	3/13/2018	Derek & Lauren Davis	Demolition	4433 Cosmos Hill Rd 76.13-01-02.100	\$0.00	\$90.00
D18-04	3/28/2018	Dickie Scutt	Demolition	415 McLean Rd 95.00-01-41.000	\$0.00	\$12.00
D18-05	3/29/2018	Royal Auto Group	Demolition	3903-3911 West Road 86.17-01-02.111	\$0.00	\$600.00

March	Total :	\$108,144.00	\$1,172.00
Reporting Period Total:		\$108,144.00	\$1,172.00
Year-to-Date :		\$499,777.00	\$5,451.60

STATEMENT OF COMPLETION**IN THE MATTER OF
Luker Road Water Project**

I, **Richard C. Tupper**, Supervisor of the Town of Cortlandville, Cortland County New York, DOES HEREBY CERTIFY, pursuant to Section 236 of the Town Law, that the actual and complete costs of the Luker Road Water Project are as follows:

PROFESSIONAL SERVICES

Clough Harbour & Associates, LLP	\$ 116,156.71
Syracuse Constructors	\$ 444,889.57
Hawkins, Delafield & Wood LLP	\$ 6,750.75
Fiscal Advisors & Marketing Inc.	\$ 2,800.67
Moody Investors Service	\$ 3,910.00

LEGAL NOTICE

Cortland Standard	\$ 106.87
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MISC.

Premier Printing	\$ 1,019.00
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TOTAL	\$ 575,633.57 (2015 -2017)
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STATEMENT OF COMPLETION

IN THE MATTER OF Owego Street Water Project

I, **Richard C. Tupper**, Supervisor of the Town of Cortlandville, Cortland County New York, DOES HEREBY CERTIFY, pursuant to Section 236 of the Town Law, that the actual and complete costs of the Owego Street Water Project are as follows:

PROFESSIONAL SERVICES

Clough Harbour & Associates, LLP	\$ 66,755.61
Syracuse Constructors	\$ 155,160.82
Fiscal Advisors	\$ 3,253.55
Hawkins, Delafield & Wood LLP	\$ 5,032.71
Moody's Investors Service	\$ 1,610.00

LEGAL NOTICE

Cortland Standard	\$ 149.51
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MISC.

Premier Printing	\$ 599.00
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TOTAL	\$ 232,561.20 (2015 -2017)
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STATEMENT OF COMPLETION

**IN THE MATTER OF
Oakcrest & Pendleton Street Sewer Project**

I, **Richard C. Tupper**, Supervisor of the Town of Cortlandville, Cortland County New York, DOES HEREBY CERTIFY, pursuant to Section 236 of the Town Law, that the actual and complete costs of the Oakcrest and Pendleton Street Sewer Project are as follows:

PROFESSIONAL SERVICES

Clough Harbour & Associates, LLP	\$ 116,584.17
Cunningham Excavation	\$ 735,908.40
Fiscal Advisors	\$ 7,054.78
Hawkins, Delafield & Wood LLP	\$ 5,090.73
Moody's Investors Service	\$ 5,980.00

LEGAL NOTICE

Cortland Standard	\$ 75.16
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MISC.

Premier Printing	\$ 1,702.00
Fedx	\$ 25.65
Donald Babcock (Damage to property)	\$ 3,579.11

TOTAL	\$ 876,000.00 (2015 -2017)
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To: Cortlandville Town Board

From: Mackenzie A. Cobb, McGraw High School

Date: March 20, 2018

To the town councilmen and councilwomen of Cortlandville,

I am a proud student of McGraw High School, and it has been brought to my attention that it has been proposed that a specific law protecting the Cortlandville aquifer is to be altered. I highly object to this risky alteration. I understand that by changing this law a new, and debatably profitable, gas station may be built in Cortlandville, but I seriously ask you to consider the risky connotations to follow the establishment of any gas station in that area.

Placing a gas station over our aquifer can potentially pollute public water systems. This entails thousands upon thousands of people (including you and I), could potentially be consuming polluted water on a daily basis. So, I don't know about you but, bathing in and eating gasoline is not something I want to do. I am willing to bet there are countless of sane individuals out there who agree with me, hence the letters you've been receiving from aware and deeply concerned people like me.

Also, the aquifer in Cortlandville should become designated as a Critical Environmental Area and there should be more protection emplaced to protect public water systems.

So please, I ask you to be aware that the boundaries that geographically define our aquifer may change, and its laws and boundaries protecting it must be respectfully altered as needed.

And just in case you are not already aware, which I sincerely hope is not the case, there are currently seventeen gas stations in the Cortland area, all already conveniently located for our population's use. Therefore, we do not require any more gas stations, we especially don't need any emplaced dangerously over the Cortland aquifer.

I now hope the councilmen and councilwomen of Cortlandville will seriously consider what I and so many others are clearly repeating: the aquifer of Cortlandville must be properly protected, and the intentions of an outside company should not be held at a higher regard than the safety and health of those in our community.

If what I have brought to your attention is not regarded seriously, and the laws protecting our aquifer are manipulated to allow gas stations to establish themselves and potentially contaminate a critical water source I will be openly dismal, depressed, and severely disappointed in the acclaimed "*adults*" supervising this decision.

Thank you,



Cortlandville Town Board
Municipal Building
3577 Terrace Rd.
Cortland, NY 13045

March,21,2018

Dear Chris Newell,

As a citizen of Cortland County, I would not advise to construct a gas station over the county's aquifer. It is a major safety hazard and could potentially cause massive damages. Such as the gas tanks below could break and begin to leak into the aquifer, and then doing so polluting it. For the reinsurance that this community would be secured, please do not allow this to commence.

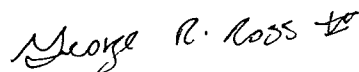
Pollutants in water coming from gasoline can do damage such as the ones listed below:

- **Components of gasoline can be major carcinogens**
- **Isooctane**~(used in gasoline) **It is highly flammable....**
- **Cyclopentane**~(used in gasoline) **HUMAN EXPOSURE AND TOXICITY: Symptoms of exposure to high concentrations of cyclopentane include excitement, dizziness, confusion, coma, and possibly respiratory failure. Ingestion may cause irritation of the gastrointestinal tract and result in nausea and vomiting.**
- **Ethyl benzene**~(used in gasoline) **possible human carcinogen,exposure to high levels of ethylbenzene in the air for short periods can cause eye and throat irritation. Exposure to higher levels can result in vertigo.**

Imagine these ingredients in our water system and the potential effects it could do to our community.

Sincerely,

George R. Ross IV



RECEIVED MAR 21 2018


1-5c

To: Cortlandville Town Board
From: Caitlyn Baker, McGraw HighSchool student CLB
Date: March 19, 2018
Re: County Planning Board review of proposed gas station local law

I am a junior at McGraw HighSchool taking a college level environmental course. I had some concerns about the proposed location of the new gas station and how it will affect the aquifer. A metal tank underground would be extremely susceptible to corrosion and if that happens, it's very likely that the aquifer would be affected. Why would you want to take a chance if it could affect our water supply? Gasoline contains over 150 chemicals including benzene, toluene, xylene, all of which will be in our water if this law is passed. I would also like the Board to consider how this could potentially affect kids who drink this water, as they are still developing and are more susceptible to potential harm from the toxic contaminants than adults. Our kids are our future. Do we want a future that is filled with cancer and all kinds of life altering mutations, just because we wanted more money?

These zoning laws were made for a reason. To protect not only our environment, but ourselves. The board already changed the laws from a B1 to a B2. Why even have the laws if every time someone asked to change them, they're changed? These laws are supposed to stop companies from polluting and I understand that our country wants growth and expansion but I'm sure that there is plenty other plots of land in the county could provide for the needs of Byrne Dairy. Considering there are already a huge array of gas stations in the area for people to choose from, the aquifer is already at risk. There are already 17 gas stations, I don't understand why Cortland County needs one more. I'm not saying the county should not expand and become more developed, but why should that come at the price of our lives and our children's lives?

"Toxic Substances Portal." *Centers for Disease Control and Prevention*, Centers for Disease Control and Prevention, 3 Mar. 2011, www.atsdr.cdc.gov/substances/toxsubstance.asp?toxid=83.

To: Cortlandville Town Board
From: Ahlexis M. Tetreault, Student In Cortland County 
Date: March 20, 2018
Re: The placement of a gas station over aquifer

I would like to take this opportunity to inform you of some of the negative effects your change in the B2 law to a B3 , in order to incorporate a new gas station, in Cortland County would have.

These are some of the main sources of use for the aquifer-

- Cortland County supplies water from their aquifer to about 30,000 people for
 - bathing
 - drinking
 - cooking
 - cleaning
- Many popular food places and hangouts, use the water supply of the Cortland County aquifer like
 - A&W
 - McDonalds
 - Footies Freeze
 - Apple Bees
 - Moes
 - The Plaza Theater
 - Ect.
- Suny Cortland College Campus

The negatives of this aquifer being contaminated on these sources

- Water used for people's everyday life activities is ruined.
- People are exposed to carcinogens and toxins that affect our health.
- Gas will be transferred to other places from spills and the rain and could range to a number of places.
- The water would never be able to be cleared from the exposure of the gas that could leak into the water systems.
- Local businesses might not pass health codes because they cant meet current inspection levels with their water. Which will cause businesses to close.

These are a few things out of all of the horrible effects that this gas station that is not necessary could cause to our health and environment. This could affect nearby lakes

which will transfer to our animals and local water wells. There are no benefits to our environment or the people of Cortland County by placing a gas station where it is not needed nor wanted by a large majority.

To: Cortlandville Town Board Members
From: Maverick Stafford
Date: March 21, 2018
Re: Aquifer Protection

Dear Cortlandville Town Board Member, Daniel S. Dineen, Director of Planning

My name is Maverick Stafford and I am just a regular High School student but I wanted to take a moment to clarify that this County Planning Board is not a good idea at all mainly because it still should not happen due to the consequences of the local gas station could cause and will affect the people that live in McGraw and Pokeville. This could cost the County more money when we already don't have enough for the gas stations we have now, and we should mainly focus on the gas stations that we have now and keep them from possibly contaminating the water already. Contamination could easily travel to Cortland's water system and alter their water. The water if is contaminated, it could cause everyone in Cortland, a lot of sickness and even more money, which would result in the County being sued, which will throw all of its beneficial money down the drain by having to pay it back. It could affect you just like everyone else and on top of that, the chemicals in gas being consumed could even cause cancer in high amounts.

*1 in 8 American women are diagnosed with breast cancer at some point in their life, which will help cancer rise faster in Cortland if all the water is completely contaminated

* Cortland will also be sued into oblivion with legal rights if the water is completely contaminated and will even cost more to fix, which the County does not nearly have enough to repay. All of those and some of the sick could even die

RECEIVED MAR 21 2018

1-5 P.

To: Cortland Town Board

From: Trinity Tanudjaja, McGraw High School Senior

T.N.T

Date: 03/21/2018

RE: Supposed gas station law

Dear Cortland Town Board,

As a resident of Cortland this issue obviously concerns me, but it also concerns residents who frequently head out to Cortland for various needs. Most people in Cortland and some of the areas surrounding it rely on the aquifer as their source of water, by placing a gas station on top of it, it is too much of a risk to the public. Gasoline is hazardous to people and it should be thought about with great apprehension. If gasoline leaks or anything of the sort, into the aquifer it has the potential to harm a major amount of citizens. The public's health comes first in any type of deal or law being considered, which is why placing a gas station right on top of the aquifer is a bad idea.

Another reason why the zoning laws should not be changed for this one company is because Cortland County alone already has seventeen gas stations. There is no good reason why we would need another gas station in that area, especially in such an area that holds the majority of the public's water supply. There are multiple places where this gas station could still be placed if you wish to do so that wouldn't interfere with the aquifer and the zoning laws.

I'm writing to you today for the interests of the citizens, building a gas station on top of the aquifer is an appalling idea and I urge you to pick somewhere else or vote against the new zoning law proposal.

1-5g

To: Cortlandville Town Board
From: Kiara M. McFall. Student at McGraw High School
Date: March 19, 2018
Re: County Planning Board review of proposed gas station law

I am Kiara McFall and I'm currently enrolled in a college level TC3 environmental science course. My teacher, has gathered information regarding the building of a gas station above Cortland's aquifer.

I am against the changing of the zoning law, route 13 is zoned as B2. We should not change the zoning law to a B3 just for a company that doesn't care about damaging the environment and harming the citizens. All they care about is making money, and it's ignorant of our Board to say " Hey, more money for them means more money for me." How greedy can one be to risk their supply of water that comes from the aquifer, and potentially contaminate the surrounding land with toxic chemicals from the gas. These chemicals are organic carcinogenic compounds: Benzene, Toluene, and many others. These chemicals are cancerous, if there is a leak it could potentially ruin all of Cortland's natural drinking water.

In Cortlandville there are 17 gas stations. Knowing this, only money hungry individuals would even consider placing another gas station and risk contaminating the aquifer. The tanks that are placed underground that hold the gas corrode over time and this is hard to maintain the condition of the tanks because they are underground.

This concludes that there is no reasonable point in placing another gas station over the aquifer. If there is a need for another gas station, then it should be built in another location where it can't damage Cortland's water supply.

RECEIVED MAR 21 2018

1-5 h

John Reynolds
Municipal Building
3577 Terrace Rd.
Cortland, NY 13045

March 21, 2018

Dear Councilman Reynolds,

Suppose I am currently a single father with a two month old baby, Melissa. I am living on Tompkins St. and the proposal of building a gas station over the aquifer is very troubling to us. I have to make my daughter's bottles with the tap water, and if that water were to become contaminated I have no idea what I would do, since I can't afford to buy bottled water. The placement of the gas tanks in the ground over the aquifer is a huge risk to the public water. There are already seventeen gas stations in or around Cortland. There is no reason to add another potentially hazardous building to the city. I am not usually one for writing letters, or speaking out against anything, but this just seemed too important to ignore. Please consider this letter when voting on the proposal. Thank you for your time,

Sincerely,



Cade Dodge
4059 Telephone Rd.
Cinncinatus, NY 13040

RECEIVED MAR 21 2018

To: Mr. Nick Renzi

1-51

From: Adam Nieves AIV

Date: March 19, 2018

Re: County Planning Board review of proposed gas station local law

As a citizen of Cortlandville, I am against putting another gas station above our aquifer. There is a risk the gas pumps will break and cause a leak of gasoline into the Cortlandville aquifer. This would contaminate the water supply for more than 30,000 people, which includes water that parents must use to make food and formula for babies and young children. The risk is just too high to put any gas tanks over an aquifer. We, in Cortlandville already have gas stations on route 13 we do not need more. The section is designated a B-2 zone, there is absolutely no reason to switch it to a B-3, money is not worth risking the lives of 30,000+ men, children and women. Please consider that this is not a good idea at all and that you should carefully weigh the pros and cons and realize the cons will very much outweigh the pros. Thank you.

RECEIVED APR 28 2018

Mac

1-6

Town of Cortlandville

WATER
&
SEWER



HIGHWAY
&
PARKS

3577 Terrace Road
Cortland, New York 13045
Phone: 607-756-9637
Fax: 607-758-9637

IN GOD WE TRUST

EST. 1829

4765 NYS Route 41
Cortland, New York 13045
Phone: 607-756-8241
Fax: 607-756-0512

April 4, 2018

Re: Backhoe Purchase

Supervisor Tupper and Members of the Town Board,

I'm requesting permission to purchase a new 2017 Ford New Holland Backhoe, model B95C from CNY farm supply for the amount of \$72,466.00

The total cost of the machine, assembly, freight an options is \$ 146,418.00. Subtract the NJPA contract discount of \$48,472.00 and \$25,500.00 for the trade in of our old backhoe - \$72,466.00 (See attached quote)

The money for this purchase has been included in our 2018 budget.

Thank you.

Sincerely,

Peter Alteri Jr.

Town of Cortlandville

Water/Sewer Department

The Town of Cortlandville is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

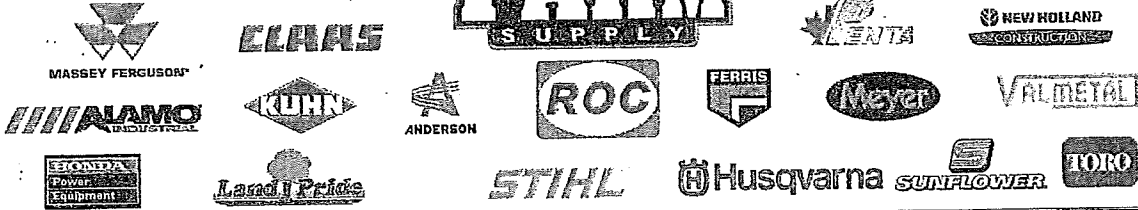
3865 US Route 11
Cortland, NY 13045
www.cnyfarmsupply.com



Phone: (607) 218-0200

Fax: (607) 218-0202

"Central New York's Largest Ag, Lawn, & Construction Superstore"



Cortlandville Water and Sewer
Cortland NY
Att: Pete Alteri

3/16/18

NJPA Quote:

- 1) 2017
New Holland B95C Tractor Loader Backhoe
4 WD, Pilot Controls, Cab with Heat and Air
14-17.5 front, 16.9-28 EZ Rider Galaxy tires
HED Dipperstick, front counter weights, 24" bkt
Front Loader Aux hydraulics, Front Clam Shell bucket
Dual Batteries, Rotating Beacon
Glide Ride

Total List Price	\$138,492
NJPA Contract #SC01-12 (35% discount)	<48,472>
Additional hyd and Clam bkt and install	5,600
Factory Freight	916
Assembly/handling	1,410
Total delivered price	\$97,946

Trade Allowance:

- 1) 2003
Case 580M Tractor Loader Backhoe
4WD, Cab, HED Dipperstick, Clam Bucket
Sn - JJ00311859

Credit	<25,500>
Total net trade difference	\$72,446

Dave Law
CNY Farm Supply
Cortland NY 13045
607-745-6123



TOWN OF CORTLANDVILLE
3577 Terrace Road
CORTLAND, NEW YORK 13045

PURCHASE ORDER

Show this Purchase Order Number on all correspondence, invoices, shipping papers and packages.

0137

TO CNY Farm Supply
3865 US Route 11
Cortland New York 13045

DATE OF ORDER	DELIVERY REQUIRED BY
REQ. NO.	JOB NO.
SHIP TO <u>Town of Cortlandville w/s</u> <u>3577 Terrace Rd.</u> <u>Cortland N.Y. 13045</u>	

SHIP VIA	F.O.B. POINT	PPD	COLL	TAX EXEMPT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	TAX EXEMPT NO.	TERMS
QTY. ORDERED	QTY. RECEIVED	STOCK NO. / DESCRIPTION			UNIT PRICE	TOTAL
1		Ford New Holland B95C Backhoe			\$72,466	—
2						
3		NJPA Contract # SC01-12				
4		\$138,492 Total Price.				
5		\$48,472 - NJPA Disc.				
6		5,600 - option				
7		916 Freight				
8		7,410 Assembly				
		97,946				
		25,500 - Trade-In 2003 DASC.				
		<u>\$72,466</u>				<u>\$72,466</u> —

- Please send _____ copies of your invoice.
- Order is to be entered in accordance with prices, delivery and specifications shown above.
- Notify us immediately if you are unable to ship as specified.

Pete Allyn
Authorized by

DATE RECEIVED	FREIGHT CHARGES	FREIGHT BILL NO.	NO. OF PACKAGES	WEIGHT	CARRIER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> COMPLETE	RECEIVED BY	REMARKS			

RECEIVING COPY

RECEIVED APR 28 2018
MAR

1-7e

CONTRACT FOR THE TOWN OF CORTLANDVILLE

For good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, Thoma Development Consultants (the "Consultant") and the Town of Cortlandville ("Town") hereby agree as follows:

The Town was awarded a Community Development Block Grant ("Grant") pursuant to Title I of the Housing and Community Development Act of 1974, as amended ("Act"); and has entered into an agreement ("Grant Agreement"), which governs the administration of the Grant, with the New York State Housing Trust Fund Corporation. The Town has also committed a loan from the Town's Community Development Block Grant Program Income Business Loan Program towards the same project. The Town, in furtherance of the community development activities ("Project") described in its Grant application, requires the assistance of the Consultant as detailed below.

I. Scope of Service:

The Consultant will serve under the direction of the Town and shall be responsible for administrative and program delivery services which are necessary for the implementation of the Town of Cortlandville Fiscal Year 2018 Economic Development Community Development Block Grant (CDBG). The Grant Number is 287SB902-18. The duties shall include the following:

A. Business Assistance to Royal Nissan of Cortland, Inc.:

1. Prepare and submit all information request by NYS to remove contract conditions;
2. Assist in preparing closing and legal requirements such as the Loan/Grant Agreement;
3. Assist loan recipient and the Town Attorney with requirements needed to close loan;
4. Monitor the disbursement of funds;
5. Assist company in complying with all requirements of the Loan/Grant Agreement, including employment.

B. General CDBG Grant Administration:

1. Prepare all necessary contract and payment documentation;
2. Develop and maintain separate grant accounting system;

3. Prepare and submit necessary financial reports to NYS;
4. Prepare and submit status of fund reports and other reports to Town as directed;
5. Work with Town to assure all accounting is included in Town's accounting system.

C. Miscellaneous:

1. Prepare Environmental Review pursuant to NEPA and NYS guidelines;
2. Prepare all documentation as required by NYS;
3. Attend meetings, as necessary;
4. Advise Town Board and Mayor in all matters relating to grant;
5. Prepare any amendments as necessary;
6. Prepare and submit Annual Performance Reports and Semi-Annual Status Reports and any other reports as required by NYS;
7. Prepare all close-out documentation required by NYS.

D. Program Income Loan

1. Assist in preparing closing and legal requirements.
2. Assist loan recipient and the Town Attorney with requirements needed to close loan;
3. Document expenditures and monitor the disbursement of funds;

III. **Time of Performance:**

A. All services of the Consultant shall commence as of the date of acceptance of this agreement and shall be in force until conditional close-out is given by NYS;

B. The Town's Representative for the purpose of this agreement shall be the Mayor, and the Consultant shall be directly responsible to Him.

IV. **Compensation:**

As compensation for the services provided by the Consultant, the Town agrees to pay the Consultant \$4,800 for the above scope of service. The fee will be due the Consultant as follows:

<u>Program Delivery</u>	
Loan Agreement Signed	\$750
Establish Employment Monitoring	\$750
<u>Administration</u>	
Environmental Review Release of Funds	\$1,200
Disbursement of 25% of Grant Funds	\$525
Disbursement of 50% of Grant Funds	\$525
Disbursement of 75% of Grant Funds	\$525
Disbursement of 100% of Grant Funds	\$525

In addition to the above fee, reimbursable expenses including postage, photographs, copying, office supplies, etc. incurred by the Consultant will be charged to the Town at cost and will be detailed on all billings.

V. **Method of Billing and Payment:**

Bills will be submitted to the Town for approval. All bills will be paid from the CDBG grant.

It is expressly agreed and understood that the fee provided for herein and the payment to be made is compensation for services actually performed and the payment becomes due to the Consultant only upon virtue of those services performed.

Upon termination of this agreement prior to its expiration date, compensation will be due only until termination.

Bills will clearly detail all charges for services and reimbursables. If the Town desires further cost justification, Consultant's timesheets will be made available.

VI. **Termination:**

The Town or the Consultant may terminate this agreement by providing notification in writing, the US. mail, overnight courier service or in person, stating said agreement is being terminated. The Town will be responsible for payment to Consultant for all hours of services rendered until the Consultant receives such written termination.

VII. **Equal Employment Opportunity:**

The Consultant will comply with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplement in the Department of Law regulations (41 CFR Part 60).

VIII. **Anti-Kickback Act:**

The Consultant will comply with the Copeland "Anti-Kickback" Act (18 USC 874) as supplemented in Department of Labor Regulations (29 CFR, Part 3), which provides that the Consultant shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he is otherwise entitled.

IX. **Access to Records:**

The Town of Cortlandville, NYS Office of Community Renewal, the U.S. Department of Housing and Urban Development, the U.S. Comptroller General, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the Consultant which are directly pertinent to this Agreement for the purpose of making audit, examination, excerpts, and transcriptions. Such records will be maintained for a minimum of three years after final grant payments and all other pending matters are closed.

X. **Other Contract Conditions:**

A. The Consultant shall be bound by, and comply with, all applicable federal, State and local laws and regulations which pertain to the Grant, including, but not limited to, 24 CFR parts 85 and 570.

B. To the fullest extent permitted by law, the Consultant shall defend, indemnify and hold harmless the New York State Housing Trust Fund Corporation, their agents and employees (collectively "Indemnified Party"), from and against any and all claims, actions, damages, losses, expenses and costs of every nature and kind, including reasonable attorneys' fees, incurred by or asserted or imposed against the Indemnified Party, arising out of the Consultant's negligent performance of work in connection with the Project. All money expended by the Indemnified Party as a result of such claims, actions, damages, losses, expenses and costs, together with interest at a rate not to exceed the maximum interest rate permitted by law, shall be immediately and without notice due and payable by the Consultant to the Indemnified Party.

C. The Consultant shall be bound by, and comply with Section 3 (12 USC1701(u)) of The Housing and Community Development Act of 1968, amended. The work to be performed under this contract is subject to the requirement of Section

3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. The purpose of Section 3 is to ensure the employment and other economic opportunities generated by projects assisted under the CDBG Program shall, to the greatest extent possible, be directed to low and very low income persons.

D. If the Consultant breaches or violates any of the contract terms, the parties will agree to request the assistance in negotiating a settlement that is acceptable to all parties, including the Town and New York State Housing Trust Fund Corporation. If all parties cannot agree upon an acceptable settlement or arrangement, each party will have available to them any and all appropriate legal remedies.

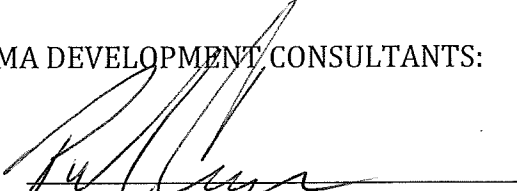
XI. **Acceptance:**

Authorized signatures below will indicate acceptance by the Town and the Consultant of this agreement and all conditions placed thereon.

TOWN OF CORTLANDVILLE:

By: _____ Date: _____
Richard Tupper, Supervisor

THOMA DEVELOPMENT CONSULTANTS:

By:  _____ Date: 3/27/18
Richard Cunningham, Senior Consultant

RECEIVED ~~APR~~ 28 2018

Mar

1-8



37 Church Street, Cortland, NY 13045 . info@cortlandbusiness.com . 607-756-5005

TO: All Interested Parties

FROM: Cortland County IDA

DATE: March 28, 2018

RE: Cortland Commerce Development LLC

Enclosed are copies of the State Environmental Quality Review NEGATIVE DECLARATION Notice of Determination of Non-Significance along with the SEQR Resolution passed by the Cortland County Industrial Development Agency.

If you should have any further questions, please contact our office.

Thank you.

State Environmental Quality Review

NEGATIVE DECLARATION

Notice of Determination of Non-Significance

Date: March 28, 2018

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Cortland County Industrial Development Agency, as lead agency, has determined that the proposed action described below will not have a significant adverse effect on the environment and a Draft Environmental Impact Statement will not be prepared.

Name of Action: Medical Products Manufacturing Facility

Applicant: Cortland Commerce Development, LLC

SEQRA Status: Type I
Unlisted:

Conditioned Negative Declaration Yes
 No

Description of Action:

The project ("Project" or "Action") consists of the construction and operation of a facility for the manufacture of medical equipment on vacant asphalt parcels. It will include construction of an approximately 35,050 square foot building, parking lot, access driveways, loading docks, sidewalks, utilities, stormwater facilities and landscaping. The Action also includes site plan approval for the Project and the combining of current Town tax parcels 95.00-10-01.00 and 95.00-10-02.00 to result in the 3.5 acre parcel. The Project will be a continuation of ongoing efforts to adaptively reuse the former Smith Corona Corporation facility in Cortlandville. The Project will be constructed by the Applicant and will be leased and operated by Actuant Corporation.

Location:

The Project site (the "Project Site") is located at 850 Lime Hollow Road, near the intersection of NYS Route 13 in the Town of Cortlandville, Cortland County, New York. The Project Site was originally part of a larger Smith Corona facility for manufacturing typewriters and related parts and equipment (the "SMC Site"). The Project will continue ongoing efforts by the Applicant and related companies to beneficially reuse the SMC Site. The adjacent former SMC building is currently being used for commercial manufacturing, office space and warehouse storage.

Portions of the SMC Site including, until recently, the Project Site are listed on New York's inactive hazardous waste disposal site registry ("Registry"), site code: 712006, as a result of the discovery of trichloroethene (TCE) and other hazardous substances in the soil and groundwater at the SMC Site in 1986. The SMC Site is now listed on the Registry as a class 4 site, meaning that active remediation has been principally completed, but the site requires continued "operation, maintenance and/or monitoring" measures. The SCM Site is subject to a Site Management Plan which guides construction activities involving soil disturbance, and if appropriate, the installation of soil vapor mitigation systems within buildings. The NYSDEC has recently "de-listed" the Project Site from the remainder of the SCM Site. The boundaries of the formal SMC Site have been reduced by NYSDEC to separate parcels that were not impacted by historic contamination and are not needed for ongoing remedial or monitoring activities.

Reasons Supporting This Determination:

After considering the action contemplated and reviewing the Environmental Assessment Form, the application materials and the criteria for determining significance in the State Environmental Quality Review regulations (6 NYCRR § 617.7(c)), and upon consideration of the supplemental information submitted by the Applicant, The Agency finds that the proposed action will not have a significant adverse impact on the environment. This determination is based upon findings discussed further below.

I. Materials Considered.

The Applicant has submitted a Full Environmental Assessment Form ("EAF") Part 1, along with the following supplemental application materials which were considered by the Agency in making this determination:

- a. Cortland County Industrial Development Agency Application for Financial Assistance verified February 5, 2018, with appendices, including schematic Site Plan dated January 5, 2018 and Short Form Environmental Assessment Form;

- b. Letter of February 12, 2018 from Forrest C. Earl, P.G. of GeoLogic NY, Inc., explaining the current status of the SCM Site investigation and cleanup;
- c. Letter of February 12, 2018 from Edward Keplinger, RLA, ASLA of Keplinger Freeman Associates, concerning the conduct of a Trip Generation Analysis concerning the projected post-construction traffic from the Project;
- d. Letter of February 12, 2018 from Edward Keplinger, RLA, ASLA of Keplinger Freeman Associates, concerning the expected emissions from the Project after construction;
- e. Cortland Medical Manufacturing Proposed Site Drawings L1.0 – L6.1, prepared by Keplinger Freeman Associates and RZ Engineering, dated January 30, 2018;
- f. Letter from James A. Quinn, P.E. of NYSDEC to Doreen A. Simmons, Esq. dated March 16, 2018, re: SCM Cortlandville Site; Site Code 712006;
- g. Full EAF Part 2 adopted by Agency on March 28, 2018.

II. Discussion of Impacts.

As a result of its review of this Project, the Agency hereby makes the following specific findings with respect to certain tentatively identified areas of concern:

1. The SCM Site. The SCM Site was originally listed as a 100 acre site which included the entire former Smith Corona property. Following the original listing, three separate parcels totaling 18.2 acres were “de-listed”, thereby removing those areas from regulation under the inactive hazardous waste site program. Previously, 1.550 acre parcel Lot 2-R2 with frontage on Lime Hollow Road which is part of the Project Site was de-listed in 2008. Following submittal of its Application to the Agency, the Applicant submitted a petition to NYSDEC to de-list the 1.955 acre parcel which adjoins previously de-listed parcel Lot 2-R2. Together, those two parcels will be combined into the 3.5 acre Project site.

According to the Applicant’s consulting Geologist, the parcel that is the subject of the petition was never used for manufacturing operations, only for parking, and it was never directly involved with the TCE contamination that was discovered in 1986. The parcel is not currently known to lie over a contaminated groundwater plume. By letter dated March 16, 2018, NYSDEC agreed with the Applicant and de-listed the 1.955 acre parcel from the SCM Site. NYSDEC indicated that as part of the de-listing, the Applicant will ensure that a Declaration of Covenants and Restrictions date December 8,

2008 which applies to the 1.550 acre parcel that was de-listed in 2008 will be amended to include the 1.955 acre parcel as well.

Based upon the foregoing, the presence of this Project Site on or near the historic SCM Site will not constitute a significant adverse environmental impact warranting further SEQRA review.

2. Traffic. A Trip Generation Analysis was performed on behalf of the Applicant to determine whether the traffic generated by the Action will have an adverse impact on the adjacent roadway system.

The Project will include a 50 ± vehicle parking lot, truck loading docks, driveways and sidewalks. Two existing driveways will serve the Project Site. One driveway will be located approximately 400 feet west of the intersection of Lime Hollow Road and NYS Route 13, and will be designed to serve employee and visitor traffic. The second driveway will be located approximately 650 west of the first intersection, and will be relocated slightly further west of its current location with the curb cut reduced in width. The second driveway is expected to handle tractor trailer traffic serving the facility.

In assessing trip generation rates and the traffic characteristics associated with the facility, the Applicant's consultant relied on typical industry references for manufacturing facilities. Based upon such information and the proposed 35,000 s/f size of the building, the Applicant's report opines that approximately 26 vehicle trips will be generated during the PM Peak traffic hour, which is not expected to have an adverse impact, or even an appreciable effect on the adjacent roadway network.

3. Aquifer Protection. The Project is located within the Cortland-Homer-Preble Aquifer System which has been designated as a sole source aquifer, and is therefore subject to rules and regulations to ensure its protection. The Project Site presently consists of impermeable surface area used as parking for a longstanding industrial operation. As noted under stormwater, the Project will actually bring about a reduction in the amount of impermeable surface at the Site. The Agency further notes that the Town of Cortlandville is an involved agency in this coordinated SEQR review, and is the agency responsible for enforcement of aquifer protection regulations and issuance of a permit if appropriate. The Applicant has submitted an application to the Town which will be assessed by that agency. The Agency therefore finds that the existence of the sole source aquifer will not cause a significant adverse impact.
4. Stormwater. The Project will incorporate an engineered storm water management system to mitigate impacts associated with storm water volume, water quality and sedimentation/erosion and avoid impacts to adjoining

properties and wetlands. Currently, the Project Site is characterized by complete coverage of impervious asphalt surfaces.

Disturbances during construction will be regulated under New York State's SPDES General Permit for Stormwater Discharges from Construction Activity, GP-0-15-002. The Applicant will be required to comply with the most recent New York State Standards and Specifications for Erosion and Sediment Control. Owners or operators of covered construction activities must obtain coverage under this permit prior to commencing construction activity.

Long term, the Project will be resulting in a significant reduction in the impermeable surface area on the Project Site. Pre-construction, the Project Site is comprised almost completely of asphalt surface. Post-construction, all areas outside of the relatively small parking lot, driveways and building footprint will consist of landscaped green areas and stormwater swales and facilities. Therefore, the Agency finds that stormwater impacts from the Project will not be significant.

5. Emissions. According to materials provided by the Applicant, the Cortland Medial Manufacturing Facility is not expected to emit regulated odors or contaminants. In the event that changes and regulated levels of emissions are control equipment are necessary, the facility will be under the oversight of the NYSDEC. Air Quality impacts resulting from construction or from traffic generated by the Project do not exceed any established thresholds suggesting that further analysis is appropriate, and therefore, are not expected to be significant.
6. Construction Impacts. Construction impacts are anticipated to be minor and of limited duration, and therefore, will not be significant. Construction will be completed in one phase over a period of several months. Construction noises will be limited to daytime hours and limited duration, and therefore, are not expected to impact nearby residential neighborhoods.
7. Visual Impacts and Community Character. The Project is located in a mixed-use area, with some residential homes in the vicinity, but immediately adjoins and is compatible with other commercial and industrial/manufacturing uses in the NYS Route 13 corridor. The Agency finds that the Project is consistent with the existing land uses near the Project Site.

III. Conclusion.

The Agency has completed a careful review of the reasonably anticipated areas of environmental concern raised by the Project. Based upon such review, the criteria for determining significance in the SEQRA regulations and the rule of reasonableness, the Cortland County IDA issues this Negative Declaration, concluding that this Project will

not result in a significant adverse environmental impact. An environmental impact statement is therefore not required.

For Further Information:

Contact Person: Mr. Garry VanGorder
Executive Director
Cortland County Industrial Development Agency
37 Church Street
Cortland, New York 13045
(607) 756-5005

cc: (w/encl):

Applicant c/o James Baranello, Esq.
Town Board, Town of Cortlandville
Richard C. Tupper, Supervisor, Town of Cortlandville
Town of Cortlandville Planning Board
Cortland County Planning Agency
New York State Department of Environmental Conservation, Division of Permits
Harry Warner, P.E., New York State Department of Environmental Conservation,
Division of Environmental Remediation, Region 7 Headquarters
Cortland County Soil and Water Conservation District
Glenn D. Bassett, Town of Cortlandville Highway Superintendent
Philip T. Krey, P.E., Cortland County Highway Superintendent
Keith VanGorder, NYSDOT Assistance Residence Engineer
Bruce Weber, Town of Cortlandville
Lt. Karl Altman, Cortland County Sheriff's Department, Uniformed Patrol Div.
Chief Jared Gebel, Town of Cortlandville Fire Department
Mr. Richard Jones, NYSDOH

A special meeting of Cortland County Industrial Development Agency (the "Agency") was convened in public session at the offices of the Agency located at 37 Church Street in the City of Cortland, Cortland County, New York on March 28, 2018, at 12:00 o'clock p.m., local time.

The meeting was called to order by the Chairman and, upon roll being called, the following members of the Agency were:

Michael McMahon	Chairman
Stephen Compagni	Vice Chairman
John Shirley	Secretary
John O. Reagan	Treasurer
Johanna Ames	Member
Steve Servies	Member
Clint Brooks	Member

ABSENT:

Stephen Compagni - Vice Chairman
John Shirley - Secretary

FOLLOWING PERSONS WERE ALSO PRESENT:

Garry VanGorder	Executive Director
Karen Niday	Chief Financial Coordinator
Sandy Griep	Office Manager
John P. Sidd, Esq.	Agency Counsel
Thomas J. Fucillo, Esq.	Agency SEQR Counsel

The following resolution was offered by Michael McMahon seconded by Steve Servies, to wit:

Resolution No. 2018-03-28-01

RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A COMMERCIAL DEVELOPMENT PROJECT FOR CORTLAND COMMERCE DEVELOPMENT, LLC TO CONSTRUCT A MEDICAL PRODUCTS MANUFACTURING FACILITY IN CORTLANDVILLE, NEW YORK WILL NOT HAVE A SIGNIFICANT ADVERSE ENVIRONMENTAL IMPACT.

WHEREAS, the Cortland County Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24

of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 77 of the 1974 Laws of New York, as amended, constituting Section 902 of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, to accomplish its stated purposes, the Agency is authorized and empowered under the Act to acquire, construct, reconstruct and install one or more "projects" (as defined in the Act) or to cause said projects to be acquired, constructed, reconstructed and installed, and to convey said projects or to lease said projects with the obligation to purchase; and

WHEREAS, Cortland Commerce Development, LLC (the "Company") has presented an application (the "Application") to the Agency, a copy of which was presented at this meeting and copies of which are on file at the office of the Agency, requesting that the Agency consider undertaking a project (the "Project") consisting of the following: (A) (1) the acquisition of an interest in an approximately 3.5 acre parcel of land (the "Land") located at 850 Lime Hollow Road in the Town of Cortlandville, Cortland County, New York (2) the construction of a building on the Land containing approximately 35,000 square feet of space (the "Facility") and (3) the acquisition and installation therein and thereon of certain furnishings, fixtures and equipment (the "Equipment"), all of the foregoing to constitute a medical equipment manufacturing facility to be owned by the Company and occupied by Actuant Corporation (the Land, the Facility and the Equipment being collectively referred to as the "Project Facility"); (B) the granting of certain "financial assistance" (within the meaning of Section 854(14) of the Act) with respect to the foregoing, including potential exemptions from certain sales taxes, real estate transfer taxes and mortgage recording taxes (collectively, the "Financial Assistance"); and (C) the lease (with an obligation to purchase) or sale of the Project Facility to the Company or such other person as may be designated by the Company agreed upon by the Agency; and

WHEREAS, pursuant to the State Environmental Quality Review Act, Article 8 of the Environmental Conservation Law, as amended and the regulations adopted pursuant thereto by the New York State Department of Environmental Conservation (collectively "SEQRA"), the Agency is an "involved agency" for purposes of SEQRA having jurisdiction by law to fund, approve or directly undertake an action; and

WHEREAS, along with the Application, the Company has completed and submitted Part 1 of a Full Environmental Assessment Form ("FEAF") for the Project, a copy of which has been presented to the Agency with the Application materials; and

WHEREAS, the Project is an "unlisted action" which is subject to review under SEQRA; and

WHEREAS, the Agency chose to coordinate the SEQRA review of the Project with the other involved agencies; and

WHEREAS, the Agency proposed to establish itself as "Lead Agency", the agency responsible for determining whether an environmental impact statement will be required for the Project; and

WHEREAS, the other involved agencies have either agreed that the Agency would be the Lead Agency for the SEQRA review of the Project, or failed to object to same in the time allotted by the SEQRA regulations; and

WHEREAS, pursuant to SEQRA, the Lead Agency is required to determine whether the Project may have a significant adverse environmental impact thereby requiring the preparation of an environmental impact statement (the "Determination of Significance"); and

NOW THEREFORE BE IT RESOLVED that the Cortland County Industrial Development Agency is the lead agency pursuant to SEQRA for the Medical Products Facility Project, and

BE IT FURTHER RESOLVED, that the Agency has fully reviewed Parts 1 and Parts 2 of the Full EAF, and considered the reasonably anticipated environmental impacts of this Project; and

BE IT FURTHER RESOLVED, that the Agency adopts the findings and conclusions relating to the probable environmental impacts for the Project contained within the attached Negative Declaration, and authorizes the Agency's Executive Director to execute the EAF and file the Negative Declaration in accordance with the applicable provisions of law, and

BE IT FURTHER RESOLVED, that the Agency authorizes the Executive Director to take such further steps as might be necessary to complete the Agency's responsibility as lead agency for this Action.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Michael McMahon	VOTING	<u>yes</u>
Stephen Compagni	VOTING	<u>absent</u>
John Shirley	VOTING	<u>absent</u>
John O'Reagan	VOTING	<u>yes</u>
Johanna Ames	VOTING	<u>yes</u>
Steve Servies	VOTING	<u>yes</u>
Clint Brooks	VOTING	<u>yes</u>

The foregoing Resolution was thereupon declared and duly adopted.

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss.:

I, the undersigned Secretary of Cortland County Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY, that I have compared the foregoing extract of the minutes of the meeting of the members of the Agency, including the Resolution contained therein, held on March 28, 2018 with the original thereof on file in my office, and that the same is a true and correct copy of such proceedings of the Agency and of such Resolution set forth therein and of the whole of said original so far as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respect duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public and due notice of the time and place of said meeting was given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present through said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 28th day of March, 2018.

A handwritten signature in black ink, appearing to read "Michael McMahon", written over a horizontal line.

~~John Shirley, Secretary~~

Michael McMahon, Chairman



Homes and
Community Renewal

Housing
Trust Fund
Corporation

RECEIVED APR 02 2018

1-10

ANDREW M. CUOMO
Governor

RUTHANNE VISNAUSKAS
Commissioner/CEO

March 28, 2018

Richard C. Tupper, Supervisor
Town of Cortlandville
Thorpe Municipal Bldg., 3577 Terrace Rd.
Cortland, NY 13045

Re: NYS HOME Program Owner-Occupied Home Repair Closeout
SHARS: #20083182

Dear Mr. Tupper:

This is to inform you that Asset Management's HOME LPA Monitoring Unit has reviewed our files and the Monitoring Questionnaire that your organization submitted for the above contract. New York State Homes and Community Renewal requires that the residency of the homeowner for HOME assisted properties under its Owner-Occupied Rehabilitation Program be monitored for a minimum of 5 years from the date the work was completed. Based on our review, the residency monitoring requirement for the HOME assisted properties under this contract has ended. Therefore, our office will no longer require that you provide us with information on the sale or residency of the units assisted under this contract.

Congratulations on the successful completion of your owner-occupied housing rehabilitation program. If you have any questions about this correspondence, please do not hesitate to contact me at (518) 486-6266, or via e-mail at susan.connors@nyshcr.org.

Sincerely,

Susan Connors
Housing & Community Renewal Specialist II
Asset Management Unit

MEMO

TO: Cortlandville Town Board
FROM: Phil Connery 
DATE: April 4, 2018
SUBJECT: Applicants for 2016 CDBG Program

Here are the last two applicants who have applied for and have been prequalified for the Town's 2016 Community Development Housing Rehabilitation Program. Attached please find an Approval Request Form for each applicant.

Please discuss and if approved, please sign, date and return the Approval Request Forms.

If there are any questions or concerns, please table the process and let me know. Thank you.

1-11a

NEW APPLICANT APPROVAL REQUEST

Property Owner(s) Earl and Donna Fox

Rehabilitated Address 3133 Gracie Road, Cortlandville

Size of Household 2 Person(s)

Mobile Home Yes No

Income Verification(s) on file Comments _____

Asset Verification on file

Copy of Deed on file

Copy of Land Contract on file n/a Owner's Name: _____

Owner's Approval

Life Use Agreement on file n/a

Certificate of Insurance on file Town/Village added as Loss Payee

Tax Search Complete Comments _____

State Historic Preservation Office (SHPO) Review Underway Complete

Qualifies for: 100% Deferred Loan

Work Includes: Plumbing, Interior Carpentry, Roofing

Total Cost: \$ 17,550

Comments: _____

If Approved, Signature: X _____

Date Approved: _____

CDBG Project Number: 287HR326-16 Municipality: Town of Cortlandville

Conflict of Interest does not exist CEO Signature: X _____

A potential Conflict of Interest exists Date: _____

1-11a

NEW APPLICANT APPROVAL REQUEST

Property Owner(s) Darik and Amber Hanback

Rehabilitated Address 3673 Pendleton Street, Cortlandville

Size of Household 2 Person(s)

Mobile Home Yes No

Income Verification(s) on file Comments _____

Asset Verification on file

Copy of Deed on file

Copy of Land Contract on file n/a Owner's Name: _____

Owner's Approval

Life Use Agreement on file n/a

Certificate of Insurance on file Town/Village added as Loss Payee

Tax Search Complete Comments _____

State Historic Preservation Office (SHPO) Review Underway Complete

Qualifies for: 100% deferred Loan

Work Includes: Roofing, Insulation, Carpentry, Plumbing

Total Cost: \$ 17,884.29

Comments: _____

If Approved, Signature: X _____

Date Approved: _____

CDBG Project Number: 287HR326-16 Municipality: Town of Cortlandville

Conflict of Interest does not exist CEO Signature: X _____

A potential Conflict of Interest exists Date: _____



1-12

**TOWN OF CORTLANDVILLE
RAYMOND G. THORPE MUNICIPAL BUILDING
WATER & SEWER DEPARTMENT
3577 TERRACE ROAD
CORTLAND, NEW YORK 13045
(607) 756-9637 FAX (607) 756-4659
TDD 1-800-662-1220**

March 20, 2018

To:

Cortlandville Town of
3577 Terrace Rd
Cortland, New York 13045

Re: Town of Cortlandville - Water and Sewer Dept. Notice of Application - Lime Hollow Wells #2 and #7, SRBC Pending Nos. 2018-027 and 2018-028, Town of Cortlandville, Cortland County, New York

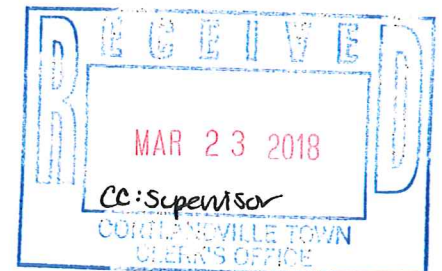
Notice is hereby given that on March 9, 2018, the Town of Cortlandville - Water and Sewer Dept. filed applications (SRBC Pending Nos. 2018-027 and 2018-028) with the Susquehanna River Basin Commission (SRBC) for a water withdrawal. The Town of Cortlandville - Water and Sewer Dept. has proposed to withdraw up to 1,300,000 gallons per day (gpd) from pumping wells Lime Hollow Well #2 and Lime Hollow #7 at a location on property owned by the Town of Cortlandville at 664 Lime Hollow Rd in the Town of Cortlandville, Cortland County, New York.

Comments related to the application should be submitted to the attention of Manager, Project Review; Susquehanna River Basin Commission; 4423 North Front Street, Harrisburg, PA 17110-1788I telephone: (717) 238-0423; fax (717) 909-0468; email: projectcomments@srbc.net. Comments also may be submitted on SRBC's website through the Water Resource Portal at <http://www.srbc.net/wrp/>. Please include the above SRBC pending application number on any correspondence.

Sincerely,

Peter Alteri, Jr.
Water & Sewer Superintendent
Town of Cortlandville

Enclosures: 1) Site Location Map



The Town of Cortlandville is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.



Lime Hollow Wellfield

Cortland County, NY

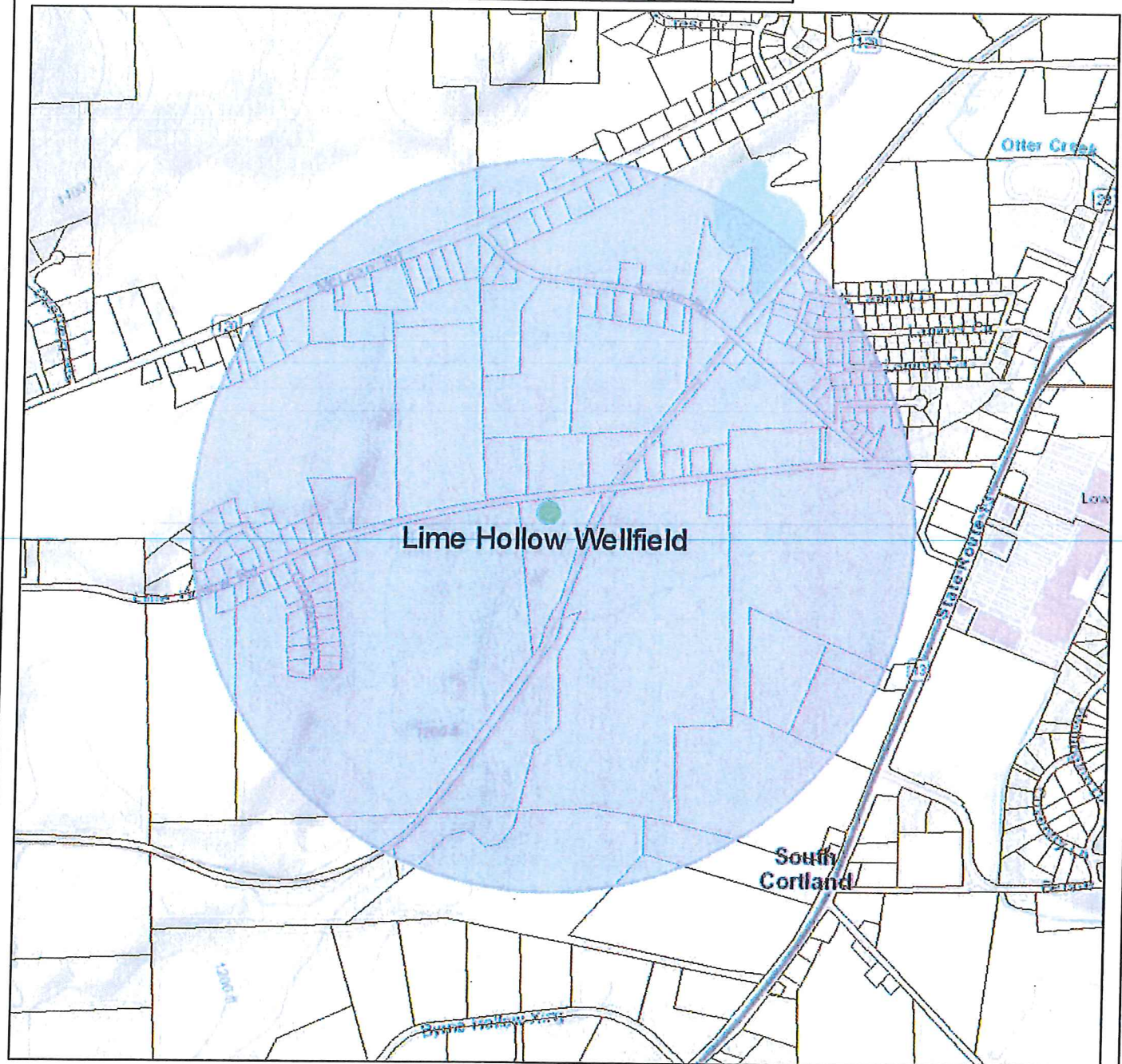


March 19, 2018

1 inch = 1075 Feet



www.cai-tech.com



Parcel Lines - No Ortho

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.