

**CORTLANDVILLE TOWN BOARD  
AGENDA  
AUGUST 21, 2019 - 5:00 P.M.**

**Pledge Allegiance to the Flag**

- A. CALL THE MEETING TO ORDER**
- B. APPROVE MINUTES**
  - B-1 Town Board Minutes of July 17, 2019
  - B-2 Town Board Minutes of August 7, 2019
- C. PURCHASE ORDERS**
  - C-1 P.O.#1409, Stadium International, to purchase one 2019 4x4 International CV515 Truck in the amount of \$52,987.00
  - C-2 P.O.#1410, STS, to purchase two Carbon Steel Saunders, one 11'7" in the amount of \$6,685.00 & one 14'6" in the amount of \$7,045.00
- D. AUTHORIZATION TO PAY THE BILLS**
- E. PRIVILEGE OF THE FLOOR**
- F. REPORTS**
  - F-1 Receive & file the Water & Sewer Monthly Report of July 2019
  - F-2 Receive & file the Town Justice Monthly Report for July 2019, submitted by Judge Casullo & Judge LeFevre
- G. COMMUNICATIONS**
  - G-1 Receive & file the correspondence dated August 15, 2019 from Charter Communications regarding programming
- H. OLD BUSINESS**
- I. NEW BUSINESS**
  - I-1 Town Clerk
  - I-2 Town Attorney

- I-3 Grants
- a.) Receive & file the correspondence from NYS Homes & Community Renewal regarding CDBG #287SB902-18, Royal Nissan of Cortland, LLC, Six-Month Completion Notice due January 24, 2020
    - 1.) CDBG #287SB902-18, authorize payment of Voucher #? Thoma Development Consultants in the amount of \$571.50
    - 2.) CDBG #287SB902-18, authorize payment of Voucher #? Town of Cortlandville regarding reimbursement for Public Hearing Notice posted in the Cortland Standard
  - b.) Receive & file the 2019 CFA Empire State Development (ESD) Grant Packet (1 original packet received to be filed in the Town Clerk's office)
  - c.) Receive & file the 2019 CFA Environmental Protection Fund (EPF) Grant Packet (1 original packet received to be filed in the Town Clerk's office)
- I-4 Receive & file the correspondence and Standardized Notice Form for providing 30-day advance notice to apply for a two-year Liquor License renewal dated August 9, 2019 from John Partigianoni, Cortlanes Inc., 928 Route 13
- I-5 Resolution to be paid directly the Town's entire share of Sales Tax for 2020
- I-6 Resolution Establishing the Standard Work Day for Elected & Appointed Officials for 2019 – Judge Casullo (this is an amendment from the June 19, 2019 Town Board meeting)
- I-7 Receive & file the correspondence dated August 13, 2019 from NYSDOT regarding the Town's request for a speed limit reduction on Pendleton Street & Clinton Street. Speed limit on Pendleton Street between Saunders Road & Ahrens Road will be reduced to 45 MPH, Clinton Street is still under review

**J. ADJOURN**



August 15, 2019

**Re: Charter Communications – Upcoming Change**

Dear Municipal Official:

Charter, locally known as Spectrum, is notifying you that effective on or around August 22, 2019, Charter will launch the Atlantic Coast Conference Network ("ACCN"). ACCN will launch in high definition on SPP Expanded Basic HD on channel 388 on the channel lineup serving your community.

ACCN is a new 24/7 national network dedicated to ACC sports. Customers will enjoy 24/7 coverage of ACC sports, 40 football games, 150 men's and women's basketball games, 250 Olympic sports events, and 1000 digital exclusive events on ACCN Extra. ACCN's first football game on August 29, 2019, features reigning national champion Clemson in their home opener against Georgia Tech.

To view a current channel lineup visit [www.spectrum.com/channels](http://www.spectrum.com/channels).

If you have any questions about this change, please feel free to contact me at 585-340-8188 or via email at [lauren.kelly@charter.com](mailto:lauren.kelly@charter.com).

Sincerely,

A handwritten signature in cursive script that reads "Lauren E. Kelly".

Lauren E. Kelly  
Director, Government Affairs – Finger Lakes  
Charter Communications

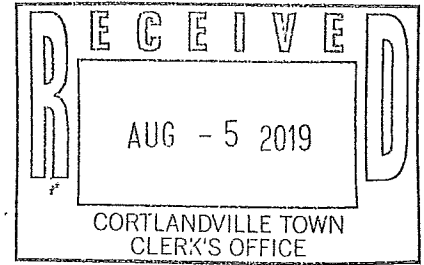
I-3



ANDREW M. CUOMO  
Governor

# Homes and Community Renewal

RUTHANNE VISNAUSKAS  
Commissioner/CEO



August 5, 2019

Honorable Richard C. Tupper  
Town of Cortlandville  
3577 Terrace Road  
Cortland, NY 13045

Dear Supervisor Tupper:

Re: Grant Agreement 6-Month Completion Notice  
NYS CDBG Project # 287SB902-18

The Office of Community Renewal (OCR) would like to take this opportunity to remind the Town of Cortlandville that the completion date for the above referenced NYS CDBG project, **Assistance to Royal Motors**, is set to occur in 6 months' time on **January 24, 2020**.

OCR records indicate that, as of the date of this letter, there is a balance of **\$610.90** in unexpended grant funds. It is our sincerest hope that the project will be completed in a timely manner, and these funds expended according to the project budget and schedule, so as to avoid the reallocation of the grant funds.

As per the NYS CDBG Program Guidelines, the OCR provides grantees a 30-day window following the completion date of a grant agreement to submit any final drawdown requests for costs incurred prior to the grant agreement completion date. Pursuant to Section 12(d) of your grant agreement, after **February 24, 2020** any unspent grant funds will be immediately turned over to the Housing Trust Fund Corporation. The remaining project funds will be reallocated according to New York State's approved Action Plan.

As always, the OCR is prepared to assist the Town of Cortlandville in any way we can to ensure the successful completion of the project. Please contact Kristi Schwebke, Economic Developer with any questions at (518) 474-2057 or [Kristi.Schwebke@nyshcr.org](mailto:Kristi.Schwebke@nyshcr.org).

Sincerely,

Scott LaMountain  
Program Director - CDBG Economic Development  
Office of Community Renewal

cc: Kristin Rocco Petrella, Clerk/Treasurer/Registrar, Town of Cortlandville  
Bernard Thoma, Senior Consultant, Thoma Development Consultants  
Kristi Schwebke, Economic Developer, OC



Department of  
Transportation

RECEIVED AUG 19 2019

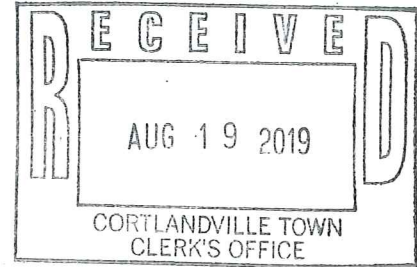
ANDREW M. CUOMO  
Governor

MARIE THERESE DOMINGUEZ  
Acting Commissioner

DAVID P. SMITH, P.E.  
Regional Director

1-7

August 13, 2019



Cc: Supervisor Tupper  
Hwy Sup't Bussett

The Honorable Kristin Rocco-Petrella  
Town Clerk, Town of Cortlandville  
3577 Terrance Road  
Cortland, NY 13045

Dear Ms. Rocco-Petrella:

RE: SPEED LIMIT REQUESTS  
PENDLETON STREET, CORTLANDVILLE

This is in further response to your letter requesting two speed limit reductions in the town of Cortlandville. New York State Department of Transportation (NYSDOT) engineers have completed their study of Pendleton Street.

Our investigation determined a 45 MPH speed limit would be appropriate at this time. The 55 MPH zone on Pendleton Street, between Saunders Road and Ahrens Road, will be reduced to 45 MPH to create a buffer zone to the existing 40 MPH zone at Saunders Road. The official order to the town authorizing the 45 MPH speed limit will follow. Upon receipt of the official order, the town may install the signage necessary to implement the new 45 MPH area speed limit. In regard to your speed limit request for Clinton Street, engineers are still in the process of reviewing it, and you will receive our decision as soon as it is completed.

Thank you for your interest in this matter. If you have any questions, please contact me at (315) 428-4380.

Very truly yours,

Elizabeth H. Parmley, P.E.  
Regional Traffic Engineer

cc: Kevin Whitney, Cortland County Legislator, District 13  
Charles Sudbrink, Superintendent of Highways, Cortland County