

**CORTLANDVILLE TOWN BOARD
AGENDA
MARCH 4, 2020 - 5:00 P.M.**

Pledge Allegiance to the Flag

- A. REOPEN MEETING FROM RECESSED PUBLIC HEARING ON FEBRUARY 19, 2020**
- B. APPROVE MINUTES**
 - B-1 Town Board Minutes of January 22, 2020
 - B-2 Town Board Minutes of February 5, 2020
- C. PURCHASE ORDERS**
 - C-1 P.O. #0163, Ricoh USA Inc. to purchase configurable scanner to include hookup & training, in the amount of \$4,492.06
 - C-2 P.O. \$0164, National Auto Fleet Group, to purchase a new 2021 Ford E. Series Stripped Chassis with Morgan Olson Walk-in Van & equipment, in the amount of \$54,353.00
- D. AUTHORIZATION TO PAY THE BILLS**
- E. PRIVILEGE OF THE FLOOR**
- F. REPORTS**
 - F-1 Receive & file Monthly Water & Sewer Reports for January 2020
 - F-2 Accept the Annual Fixed Asset Report for 2019, submitted by Patty O'Mara, Fixed Asset Manager
 - F-3 Receive & file the Monthly Code Enforcement Report for February 2020
 - F-4 Receive & file the Monthly Fire & Safety Report for February 2020
 - F-5 Receive & file the Monthly Tax Collection Report for February 2020
 - F-6 Receive & file the Monthly Town Clerk's Report for February 2020
- G. COMMUNICATIONS**

H. OLD BUSINESS

H-1 Cortland Trailer Park – Desiree Campbell, CEO Property Maintenance

H-2 Local Law Amending Chapter 178, Article XVIII, Section 178-112 A(4) and A(5) of the Zoning Code of the Town (Election)

I. NEW BUSINESS

I-1 Town Clerk

I-2 Town Attorney

I-3 Town Board Members Reports

I-4 Town Supervisor

I-5 Authorize the Supervisor to sign the Annual Contract with Civic Plus for the Town Website, which includes service, maintenance & support, in the amount of \$2,094.75 (March 1, 2020 - February 28, 2021 automatically renewed from year to year unless terminated by either party)

I-6 Declare “April is Fair Housing Month”

I-7 Authorize the Supervisor to sign the Grant Closeout paperwork for the NYS CDBG #287SB902-18 (Royal Nissan of Cortland)

I-8 Authorize the Supervisor to sign the Grant Writing Service Agreement with Thoma Development Consultants for the 2020 NYS Environmental Protection Fund (EPF) Grant. This is a resubmission of Town’s unsuccessful 2019 Environmental Protection Fund Grant for phase 2 Gutches Lumber Sports Complex

I-9 Discuss & authorize the Supervisor to sign the Quote with Plan First Technologies, Inc. for service, maintenance, & management of all computers and servers in Town offices in the amount of \$1,520.00 per month

I-10 Discuss & authorize the Town Highway Department to start constructing of a Town Walking Trail, as noted on the map. The Walking Trail will be on Town property by the Raymond G. Thorpe Municipal Building & Water & Sewer Garage

J. ADJOURN to Executive Session to discuss Litigation

RECEIVED FEB 25 2020

1-6

February 25, 2020

Dear Fair Housing Officer:

This is a friendly reminder for you to have the Board declare "April is Fair Housing Month" at your March or April Board meeting. Please send me an email confirmation when this is done and I will publish the notice in the Cortland Standard. A copy of the proclamation is included in the Fair Housing packet that you were sent when the program started. A sample is also attached.

If you have any questions, do not hesitate to contact me at (607) 753-1433.

Sincerely,

Annette Huskins

Annette Huskins
Program Manager

alh/FairHsg/AprilRemCort



PROCLAMATION

MONTH OF APRIL

"WHEREAS, in accordance with the Title VIII Fair Housing Policy of the Civil Rights Act of 1968 and the Fair Housing Amendments Act of 1988 and,

WHEREAS, the month of April 2020 has been designated by the U.S. Department of Housing and Urban Development's Office of Fair Housing and Equal Opportunity as Fair Housing Month.

NOW THEREFORE BE IT RESOLVED, that the _____
(Village/Town/or County)
of _____ hereby declares and proclaims April as Fair Housing Month
in the _____.
(Village/Town/or County)

(Title)

FEB 25 2020



Homes and Community Renewal

RECEIVED FEB 20 2020

1-7

ANDREW M. CUOMO
Governor

RUTHANN VISNAUSKAS
Commissioner/CEO

February 20, 2020

Honorable Thomas Williams
Town of Cortlandville
3577 Terrace Road
Cortland, NY 13045

Dear Supervisor Williams:

Re: Grant Closeout
NYS CDBG Project #287SB902-18

The Office of Community Renewal (OCR) has determined that the Town of Cortlandville has satisfactorily completed CDBG Project #287SB902-18 and can now begin the formal closeout process.

The Town of Cortlandville is requested to review the attached NYS CDBG Grant Closeout Transmittal Form and instructions for completing the form. A scanned email copy of this form must be returned to the OCR within 30 days of the date of this letter.

If you have any questions or need any additional information, please contact me at (518) 474-2057 or by e-mail at savitry.kola@nyshcr.org.

Sincerely,

Savitry Kola
Community Developer
Office of Community Renewal

cc: Kristin Rocco Petrella, Clerk/Treasurer/Registrar