

**CORTLANDVILLE TOWN BOARD
AGENDA
JUNE 6, 2018 - 5:00 P.M.
Held in Blodgett Mills**

Pledge Allegiance to the Flag

- A. CALL THE MEETING TO ORDER**
- B. APPROVE MINUTES**
 - B-1 Town Board Minutes of May 16, 2018
- C. PURCHASE ORDERS**
- D. AUTHORIZATION TO PAY THE BILLS**
- E. PRIVILEGE OF THE FLOOR**
- F. REPORTS – (Town Clerk)**
 - F-1 Receive & file the Fire & Safety Inspection Monthly Report for May 2018 & Paid fees Report from January 1, 2018 –May 31, 2018 submitted by Desiree' Campbell
 - F-2 Receive & file the Supervisor's Monthly Report for May 2018
 - F-3 Receive & file the Town Clerk's Monthly Report for May 2018
 - F-4 Receive & file the Tax Collector's Monthly Report for May 2018
 - F-5 Receive & file the Cortland County SPCA – Town of Cortlandville, including the Village of McGraw Monthly Report for May 2018
- G. COMMUNICATIONS**
 - G-1 Receive & file the correspondence dated June 1, 2018 from Charter Communications regarding new Director of Government Affairs, Alice Kim
- H. OLD BUSINESS**
- I. NEW BUSINESS**
 - I-1 Town Clerk
 - I-2 Town Attorney

- I-3 CDBG #287HR326-16 Town-wide Housing Rehabilitation Grant Program:
- a.) Authorize the Supervisor to sign the “Owner-Occupied Loan Agreement” for Earl & Donna Fox, 3133 Gracie Road
 - b.) Authorize the Supervisor to sign the “Owner-Occupied Loan Agreement” for Darik & Amber Hanback 3673 Pendleton Street
 - c.) Authorize payment of the following vouchers: **(Originals in Supervisor’s packet to be signed & initialed by Town Board)**
 - 1.) Voucher #41, Reome Electrical & General Contractor in the amount of \$9,500.00
 - 2.) Voucher #42, Bonsbak Inc., in the amount of \$3,550.00
 - 3.) Voucher #43, Thoma Development Consultants, \$6,491.00
- I-4 Set a Public Hearing date of June 20, 2018 at 5:00 p.m. regarding the Town’s 2016 CDBG #287HR326-16 Town-wide Housing Rehabilitation Grant Program; this will be the second Public Hearing in the administrative phase of this grant program
- I-5 Authorize the Supervisor to sign the Agreement with CHA regarding the Susquehanna River Basin Commission Water Supply Well Permitting CHA Project #32316/CHA Proposal #X54349-P1, per Water & Sewer Superintendent Peter Alteri a pump test is required on the Terrace Road Well
- I-6 Authorization to amend the 2018 Budget General Fund Part Town (GFB) Capital Project HG – Gutchess Lumber Sports Complex
- I-7 Authorization to hire Megan B. Johnson as full-time Assistant Bookkeeper effective June 11, 2018
- I-8 Authorization to appoint Kevin McMahon, part-time Code Enforcement Officer effective May 13, 2018 through June 24, 2018. Authorization to change Kevin McMahon, Code Enforcement Officer part-time status to full-time effective June 25, 2018
- I-9 Receive & file the correspondence dated June 1, 2018 from Cortland County Board of Elections regarding polling dates for Primary & Election

J. ADJOURN

Cash Receipts Report

From: 05/01/2018 To: 05/31/2018

For User: Desiree Campbell

F-1
Dick T.

Payment Date: 05/01/2018

Module: Periodic Inspection

Transaction: Inspection at Label Shopper 1111-1121 Route 222, on 3 /27/2018 Type: Periodic Inspection

Payor: Cortlandville Assoc LLC

Payment Amount: \$120.00

Payment Type:

Payment #:

Payment Detail:

Check #47174

00000471

\$120.00

Fee Type	Fee Amount
FS Mercantile	\$120.00

Transaction: Inspection at Save-A-Lot 1111-1121 Route 222, on 3 /27/2018 Type: Periodic Inspection

Payor: Cortlandville Assoc LLC

Payment Amount: \$180.00

Payment Type:

Payment #:

Payment Detail:

Check #47173

00000470

\$180.00

Fee Type	Fee Amount
FS Mercantile	\$180.00

Transaction: Inspection at Shipwreck Golf 759 Route 13, on 4 /23/2018 Type: Periodic Inspection

Payor: Shipwreck Golf & Cones

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check #12811

00000472

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$400.00

05/01/2018 Group Totals: \$400.00

Payment Date: 05/02/2018

Module: Periodic Inspection

Transaction: Inspection at Ann Phillip Nail & Salon 762 Route 13, on 4 /23/2018 Type: Periodic Inspection

Payor: Phi Nguyen

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000473

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at Faith Baptist Church 1731 Route 13, on 4 /19/2018 Type: Periodic Inspection

Payor: Church Faith Baptist

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check #002551

00000474

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$190.00

05/02/2018 Group Totals: \$190.00

Payment Date: 05/04/2018

Module: Periodic Inspection

Payment Date: 05/04/2018

Module: Periodic Inspection

Transaction: Inspection at Crossroads Veterinarian
Clinic 3512 Route 281, on 4 /3 /2018

Type: Periodic Inspection

Payor: 3512 State Rt 281 LLC

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #004415

00000476

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Periodic Inspection Group Totals: \$90.00

05/04/2018 Group Totals: \$90.00

Payment Date: 05/10/2018

Module: Periodic Inspection

Transaction: Inspection at Christ Community Church
1093 Route 13, on 4 /23/2018

Type: Periodic Inspection

Payor: The Presbytery of Susque Valley

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check #2348557

00000477

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$100.00

05/10/2018 Group Totals: \$100.00

Payment Date: 05/14/2018

Module: Periodic Inspection

Transaction: Inspection at 4386,4392 Route 11, on 4
/27/2018

Type: Periodic Inspection

Payor: Homer-Cortland Comm Agency Inc

Payment Amount: \$180.00

Payment Type:

Payment #:

Payment Detail:

Check #22066

00000480

\$180.00

Fee Type	Fee Amount
FS Public Assembly	\$180.00

Transaction: Inspection at Pit Stop, Dunkin Donuts,
Quesaritos 3742 Route 11, on 5 /2 /2018

Type: Periodic Inspection

Payor: Marshall Family Assoc LP

Payment Amount: \$120.00

Payment Type:

Payment #:

Payment Detail:

Check #207719

00000484

\$120.00

Fee Type	Fee Amount
FS Mercantile	\$120.00

Transaction: Inspection at Ukrainian Pentecostal
Church 729 McLean Rd, on 4 /18/2018

Type: Periodic Inspection

Payor: Church Ukrainian Pentecostal

Payment Amount: \$100.00

Payment Type:

Payment #:

Payment Detail:

Check #2951

00000481

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$400.00

05/14/2018 Group Totals: \$400.00

Payment Date: 05/17/2018

Module: Periodic Inspection

Payment Date: 05/17/2018

Module: Periodic Inspection

Transaction: Inspection at Cortland Bulk Milk Co-Op, Alnye 3819 Route 11, on 5 /7 /2018 Type: Periodic Inspection

Payor: Cortland Bulk Milk Co-Op Payment Amount: \$90.00
Payment Type: Check #21438 Payment #: 00000486 Payment Detail: \$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Payor: Cortland Bulk Milk Co-Op Payment Amount: \$90.00
Payment Type: Check #21438 Payment #: 00000487 Payment Detail: \$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at Country Max Route 13, on 5 /2 /2018 Type: Periodic Inspection

Payor: Farmington Lawn Care Inc Payment Amount: \$180.00
Payment Type: Check #92025 Payment #: 00000489 Payment Detail: \$180.00

Fee Type	Fee Amount
FS Mercantile	\$180.00

Transaction: Inspection at Days Inn 3775 Route 11, on 5 /1 /2018 Type: Periodic Inspection

Payor: Shree Jageshwar LLC Payment Amount: \$180.00
Payment Type: Check #2158 Payment #: 00000488 Payment Detail: \$180.00

Fee Type	Fee Amount
FS Business	\$180.00

Periodic Inspection Group Totals: \$540.00
05/17/2018 Group Totals: \$540.00

Payment Date: 05/18/2018

Module: Periodic Inspection

Transaction: Inspection at KFC 3890 Route 281, on 4 /24/2018 Type: Periodic Inspection

Payor: Payment Amount: \$50.00
Payment Type: Check #248699 Payment #: 00000490 Payment Detail: \$50.00

Fee Type	Fee Amount
FS Public Assembly	\$50.00

Periodic Inspection Group Totals: \$50.00
05/18/2018 Group Totals: \$50.00

Payment Date: 05/21/2018

Module: Periodic Inspection

Transaction: Inspection at 1130 Route 13, on 5 /10/2018 Type: Periodic Inspection

Payor: Payment Amount: \$100.00
Payment Type: Check #22031 Payment #: 00000494 Payment Detail: \$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Payment Date: 05/21/2018

Module: Periodic Inspection

Transaction: Inspection at 3505 Route 281, on 4 /26/2018 Type: Periodic Inspection

Payor: The Salvation Army Payment Amount: \$180.00

Payment Type: Check #032103 Payment #: 00000497 Payment Detail: \$180.00

Fee Type	Fee Amount
FS Mercantile	\$180.00

Transaction: Inspection at 823 Route 13, on 4 /20/2018 Type: Periodic Inspection

Payor: J M Murray Center Inc Payment Amount: \$240.00

Payment Type: Check #203807 Payment #: 00000498 Payment Detail: \$240.00

Fee Type	Fee Amount
FS Square ft.	\$240.00

Payor: J M Murray Center Inc Payment Amount: \$240.00

Payment Type: Check #203807 Payment #: 00000500 Payment Detail: \$240.00

Fee Type	Fee Amount
FS Business	\$240.00

Transaction: Inspection at 880 Route 13, on 4 /26/2018 Type: Periodic Inspection

Payor: Robert M Homer Payment Amount: \$120.00

Payment Type: Check #20083 Payment #: 00000495 Payment Detail: \$120.00

Fee Type	Fee Amount
FS Business	\$120.00

Periodic Inspection Group Totals: \$880.00

05/21/2018 Group Totals: \$880.00

Payment Date: 05/29/2018

Module: Periodic Inspection

Transaction: Inspection at 641 Route 13, on 3 /30/2018 Type: Periodic Inspection

Payor: Pyrotek Inc Payment Amount: \$240.00

Payment Type: Check #283638 Payment #: 00000527 Payment Detail: \$240.00

Fee Type	Fee Amount
FS Business	\$240.00

Transaction: Inspection at Walmart, Alliance Bank, Elite Sports, Smart Style 819 Bennie Rd, on 5 /4 /2018 Type: Periodic Inspection

Payor: Wal-Mart Stores East, Lp Payment Amount: \$240.00

Payment Type: Check #2132342 Payment #: 00000525 Payment Detail: \$240.00

Fee Type	Fee Amount
FS Mercantile	\$240.00

Periodic Inspection Group Totals: \$480.00

05/29/2018 Group Totals: \$480.00

Payment Date: 05/30/2018

Module: Periodic Inspection

Payment Date: 05/30/2018

Module: Periodic Inspection

Transaction: Inspection at Doug's Fish Fry 3638 Route 281, on 3/28/2018 Type: Periodic Inspection

Payor: Bruench Incorporated

Payment Amount: \$100.00

Payment Type:

Check #11127

Payment #:

00000504

Payment Detail:

\$100.00

Fee Type	Fee Amount
FS Public Assembly	\$100.00

Periodic Inspection Group Totals: \$100.00

05/30/2018 Group Totals: \$100.00

Payment Date: 05/31/2018

Module: Periodic Inspection

Transaction: Inspection at Americu 3918-3944 Route 281, on 3/19/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$90.00

Payment Type:

Check #001089

Payment #:

00000524

Payment Detail:

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at CFCU 3918-3944 Route 281, on 3/9/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$90.00

Payment Type:

Check #001089

Payment #:

00000515

Payment Detail:

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at China City 3918-3944 Route 281, on 2/12/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$50.00

Payment Type:

Check #001089

Payment #:

00000520

Payment Detail:

\$50.00

Fee Type	Fee Amount
FS Public Assembly	\$50.00

Transaction: Inspection at Cricket Wireless 3918-3944 Route 281, on 3/19/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$90.00

Payment Type:

Check #001089

Payment #:

00000517

Payment Detail:

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at Cutting Crew 3918-3944 Route 281, on 3/9/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$90.00

Payment Type:

Check #001089

Payment #:

00000516

Payment Detail:

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at Little Caesars 3918-3944 Route 281, on 3/19/2018 Type: Periodic Inspection

Payor: 93-1 Cortland Associates, LLC

Payment Amount: \$50.00

Payment Type:

Check #001089

Payment #:

00000521

Payment Detail:

\$50.00

Fee Type	Fee Amount
FS Public Assembly	\$50.00

Payment Date: 05/31/2018

Module: Periodic Inspection

Transaction: Inspection at Metro Matrress 3918-3944 Type: Periodic Inspection
Route 281, on 3 /9 /2018

Payor: Cortland Station Inc.

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #001089

00000518

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Transaction: Inspection at Metro PCS 3930 Route 281, Type: Periodic Inspection
on 8 /31/2017

Payor: Cortland Station Inc

Payment Amount: \$90.00

Payment Type:

Payment #:

Payment Detail:

Check #001089

00000519

\$90.00

Fee Type	Fee Amount
FS Business	\$90.00

Periodic Inspection Group Totals: \$640.00

05/31/2018 Group Totals: \$640.00

Totals:	
Cash	\$90.00
Check	\$3,780.00
Grand Total:	<u>\$3,870.00</u>

Cash Receipts Report

06/01/2018
12:55:07PM

From: 05/01/2018 To: 05/31/2018

For User: **Desiree Campbell**

Payment Date: 05/10/2018

Module: Permit

Transaction: 18-041

Type: Permit App

Payor: Doug Smith

Payment Amount: \$40.00

Payment Type:

Payment #:

Payment Detail:

Cash

00000478

\$40.00

Fee Type	Fee Amount
Decks	\$40.00

Permit Group Totals: \$40.00

05/10/2018 Group Totals: \$40.00

Payment Date: 05/18/2018

Module: Permit

Transaction: 18-045

Type: Permit App

Payor: Eric Maki

Payment Amount: \$46.00

Payment Type:

Payment #:

Payment Detail:

Check #2967

00000491

\$46.00

Fee Type	Fee Amount
Pool/Deck/Shed	\$46.00

Permit Group Totals: \$46.00

05/18/2018 Group Totals: \$46.00

Payment Date: 05/24/2018

Module: Permit

Transaction: 18-047

Type: Permit App

Payor: Arthur Perlman

Payment Amount: \$46.00

Payment Type:

Payment #:

Payment Detail:

Check #6920

00000502

\$46.00

Fee Type	Fee Amount
Pool/Deck/Shed	\$46.00

Permit Group Totals: \$46.00

05/24/2018 Group Totals: \$46.00

Payment Date: 05/31/2018

Module: Permit

Transaction: D18-07

Type: Permit App

Payor: National Contractors, LLC

Payment Amount: \$1,083.00

Payment Type:

Payment #:

Payment Detail:

Check #15111

00000505

\$1,083.00

Fee Type	Fee Amount
Demolition- Commercial	\$1,083.00

Permit Group Totals: \$1,083.00

05/31/2018 Group Totals: \$1,083.00

Totals:	
Cash	\$40.00
Check	\$1,175.00
Grand Total:	<u>\$1,215.00</u>

Inspections Report

From: 5/1/2018 To: 5/31/2018

Identifier	Address	Municipality	Date	Inspection Type	Inspector	Primary Contact	Result
86.13-01-46.000	3947 Route 281	Cortlandville	5/18/2018	FS Mercantile	Desiree Campbell	Sunoco Inc	Failed
97.00-01-07.100	3819 Route 11	Cortlandville	5/7/2018	FS Business	Desiree Campbell	Cortland Bulk Milk Co-Op	Failed
97.02-01-04.000	3775 Route 11	Cortlandville	5/1/2018	FS Business	Desiree Campbell	Shree Jageshwar LLC	Failed
107.02-01-05.000	3333 Clute Rd	Cortlandville	5/15/2018	FS Public Assembly	Desiree Campbell	Church Baptist	Passed
96.09-03-08.000	1130 Route 13	Cortlandville	5/10/2018	FS Public Assembly	Desiree Campbell	.	Passed
96.13-01-05.000	Route 13	Cortlandville	5/2/2018	FS Mercantile	Desiree Campbell	Farmington Lawn Care Inc	Failed
76.18-01-07.000	1259 Fisher Ave	Cortlandville	5/24/2018	FS Business	Desiree Campbell	CMA Properties LLC	Failed
97.02-01-24.000	3742 Route 11	Cortlandville	5/2/2018	FS Mercantile	Desiree Campbell	Marshall Family Assoc LP	Passed
97.00-01-07.100	3819 Route 11	Cortlandville	5/7/2018	FS Business	Desiree Campbell	Cortland Bulk Milk Co-Op	Passed
87.00-04-01.000	3901 Route 11	Cortlandville	5/21/2018	FS Business	Desiree Campbell	Marvin Windows of NY	Failed

Identifier	Address	Municipality	Date	Inspection Type	Inspector	Primary Contact	Result
86.13-01-49.000	3948 Route 281	Cortlandville	5/18/2018	FS Mercantile	Desiree Campbell	Flower Shop Cortlandville LLC	Passed
105.00-02-07.000	819 Bennie Rd	Cortlandville	5/4/2018	FS Mercantile	Desiree Campbell	Wal-Mart Stores East, Lp	Passed

Total Inspections: 12

Paid Fees Report

From: 1/1/2018

To: 5/31/2018

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
FS Fees								
Cash								
		5/2/2018	105.11-01-01.000	FS Business	Phi Nguyen	Cash	00000473	\$90.00
		762 Route 13						
		4/25/2018	87.00-04-08.000	FS Business	Tennlab Properties, LLC	Cash	00000461	\$120.00
		3821 Buck Dr						
Fees Paid By Cash: \$210.00								
Check								
		1/29/2018	86.09-04-09.100	FS Business	Richard Osborne	Check #1082	00000391	\$180.00
		4073 Route 281						
		1/29/2018	105.00-03-08.000	FS Business	Sky Hospitality, LLC	Check #1861	00000403	\$180.00
		Route 13						
		2/21/2018	95.16-01-15.000	FS Public Assembly	Rose Student Housing LLC	Check #0000	00000482	\$240.00
		951 Route 13						
		2/26/2018	86.13-01-27.000	FS Business	Cortlandville Assoc LLC	Check #46925	00000425	\$120.00
		1111-1121 Route 222						
		3/23/2018	96.10-01-17.000	FS Multiple Dwellings 59	Joan M Robinson	Check #2243	00000433	\$182.00
		1170 Starr Rd						

Fee Group		Payment Type	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
Payment Date	Address							
3/28/2018	3654-3666 Route 281	96.09-01-02.200	FS Mercantile	Gator Cortlandville Partners	Check #0000	00000483	\$180.00	
4/3/2018	807 Route 13	105.08-01-04.000	FS Business		Check #011664	00000442	\$90.00	
4/4/2018	3654-3666 Route 281	96.09-01-02.200	FS Public Assembly		Check #1408	00000444	\$100.00	
4/19/2018	842 Bennie Rd	105.00-02-01.000	FS Business	JPB, LLC	Check #0113454	00000456	\$240.00	
4/24/2018	806 Route 13	105.08-01-06.000	FS Business		Check #21101	00000460	\$120.00	
4/25/2018	3736 Kellogg Rd	87.00-03-19.000	FS Business	Cortland Line Realty, LLC	Check #15945	00000462	\$240.00	
5/1/2018	1111-1121 Route 222	86.13-01-27.000	FS Mercantile	Cortlandville Assoc LLC	Check #47174	00000471	\$120.00	
5/4/2018	3512 Route 281	95.16-01-23.000	FS Business	3512 State Rt 281 LLC	Check #004415	00000476	\$90.00	
5/14/2018	4386,4392 Route 11	76.15-01-30.000	FS Public Assembly	Homer-Cortland Comm Agency Inc	Check #22066	00000480	\$180.00	
5/14/2018	3742 Route 11	97.02-01-24.000	FS Mercantile	Marshall Family Assoc LP	Check #207719	00000484	\$120.00	

Fee Group	Payment Type	Payment Date	Address	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
		5/17/2018	3819 Route 11	97.00-01-07.100	FS Business	Cortland Bulk Milk Co-Op	Check #21438	00000487	\$90.00
		5/17/2018	Route 13	96.13-01-05.000	FS Mercantile	Farrington Lawn Care Inc	Check #92025	00000489	\$180.00
		5/21/2018	1130 Route 13	96.09-03-08.000	FS Public Assembly		Check #22031	00000494	\$100.00
		5/21/2018	3505 Route 281	95.16-01-24.100	FS Mercantile	The Salvation Army	Check #032103	00000497	\$180.00
		5/29/2018	819 Bennie Rd	105.00-02-07.000	FS Mercantile	Wal-Mart Stores East, Lp	Check #2132342	00000525	\$240.00
		5/30/2018	3638 Route 281	95.12-01-08.000	FS Public Assembly	Bruench Incorporated	Check #11127	00000504	\$100.00
		5/31/2018	3918-3944 Route 281	86.13-01-65.110	FS Business	93-1 Cortland Associates, LLC	Check #001089	00000516	\$90.00
		5/31/2018	3918-3944 Route 281	86.13-01-65.110	FS Business	Cortland Station Inc.	Check #001089	00000518	\$90.00
		5/31/2018	3918-3944 Route 281	86.13-01-65.110	FS Public Assembly	93-1 Cortland Associates, LLC	Check #001089	00000520	\$50.00
		5/31/2018	3930 Route 281	86.13-01-65.110	FS Business	Cortland Station Inc	Check #001089	00000519	\$90.00

Fee Group		Payment Type	Payment Date	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
			5/31/2018	86.13-01-65.110	FS Public Assembly	93-1 Cortland Associates, LLC	Check #001089	00000521	\$50.00
			3918-3944	Route 281					
			5/31/2018	86.13-01-65.110	FS Business	93-1 Cortland Associates, LLC	Check #001089	00000524	\$90.00
			3918-3944	Route 281					
			5/31/2018	86.13-01-65.110	FS Business	93-1 Cortland Associates, LLC	Check #001089	00000517	\$90.00
			3918-3944	Route 281					
			5/31/2018	86.13-01-65.110	FS Business	93-1 Cortland Associates, LLC	Check #001089	00000515	\$90.00
			3918-3944	Route 281					
			5/29/2018	105.00-03-14.000	FS Business	Pyrotek Inc	Check #283638	00000527	\$240.00
			641	Route 13					
			5/21/2018	95.00-10-08.100	FS Business	J M Murray Center Inc	Check #203807	00000500	\$240.00
			823	Route 13					
			5/21/2018	95.16-02-76.000	FS Business	Robert M Homer	Check #20083	00000495	\$120.00
			880	Route 13					
			5/18/2018	86.17-01-07.200	FS Public Assembly		Check #248699	00000490	\$50.00
			3890	Route 281					
			5/17/2018	97.02-01-04.000	FS Business	Shree Jageshwar LLC	Check #2158	00000488	\$180.00
			3775	Route 11					
			5/17/2018	97.00-01-07.100	FS Business	Cortland Bulk Milk Co-Op	Check #21438	00000486	\$90.00
			3819	Route 11					

Fee Group		Payment Type	Payment Date	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
			5/14/2018	95.11-04-08.000	FS Public Assembly	Church Ukrainian Pentecostal	Check #2951	00000481	\$100.00
			729 McLean Rd						
			5/10/2018	96.09-01-36.000	FS Public Assembly	The Presbytery of Susque Valley	Check #2348557	00000477	\$100.00
			1093 Route 13						
			5/2/2018	77.17-01-02.000	FS Public Assembly	Church Faith Baptist	Check #002551	00000474	\$100.00
			1731 Route 13						
			5/1/2018	105.00-03-07.000	FS Public Assembly	Shipwreck Golf & Cones	Check #12811	00000472	\$100.00
			759 Route 13						
			5/1/2018	86.13-01-27.000	FS Mercantile	Cortlandville Assoc LLC	Check #47173	00000470	\$180.00
			1111-1121 Route 222						
			4/24/2018	87.00-04-03.000	FS Business	Cazenovia Equipment	Check #114447	00000459	\$180.00
			3885 Route 11						
			4/19/2018	96.09-01-02.200	FS Mercantile	Big Lots*	Check #810641	00000455	\$180.00
			3654-3666 Route 281						
			4/4/2018	96.09-01-02.200	FS Mercantile		Check #666873	00000443	\$180.00
			3654-3666 Route 281						
			3/29/2018	95.16-02-72.000	FS Public Assembly	879 Route 13 LLC	Check #1613	00000441	\$50.00
			873 Route 13						
			3/27/2018	77.00-12-07.000	FS Business	1657 Hillside LLC	Check #1113	00000435	\$180.00
			1819 Route 13						

Fee Group		Payment Type	Payment Date	Identifier	Fee Type	Payer	Payment	Receipt #	Fee Amount
-----------	--	--------------	--------------	------------	----------	-------	---------	-----------	------------

3/9/2018	76.19-01-37.200	FS Multiple Dwellings 59	Delvecchio Family LLC	Check #12981	00000429	\$336.00
----------	-----------------	--------------------------	-----------------------	--------------	----------	----------

2/26/2018	86.13-01-27.000	FS Business	Cortlandville Assoc LLC	Check #46924	00000424	\$90.00
-----------	-----------------	-------------	-------------------------	--------------	----------	---------

2/13/2018	96.09-02-41.000	FS Mercantile	United Refining Holding Inc	Check #140283	00000413	\$90.00
-----------	-----------------	---------------	-----------------------------	---------------	----------	---------

1/29/2018	86.13-01-37.200	FS Mercantile	ENY RT 222 & 281 LLC	Check #0006971443	00000402	\$180.00
-----------	-----------------	---------------	----------------------	-------------------	----------	----------

1/10/2018	105.00-03-04.000	FS Business	HS Associates LLC	Check #305510	00000394	\$180.00
-----------	------------------	-------------	-------------------	---------------	----------	----------

1/10/2018	76.18-01-26.200	FS Public Assembly		Check #32543	00000393	\$200.00
-----------	-----------------	--------------------	--	--------------	----------	----------

Fees Paid By Check: \$7,258.00

FS Fees Total: \$7,468.00

Total Paid Fees: \$7,468.00

06/01/2018

Unpaid Fees Report

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

Fee Group : All
Municipality : All

Parent Type
Transaction

Fee Type	Fee Date	Owner Business	Amount
FS Business			
Inspection at 4037-4059 Route 281, on 4 /20/2018			
FS Business	4/20/18	J M Murray Center Inc	\$240.00
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
Inspection at Cortland Health Center, Pro Active 1259 Fisher Ave, on 5 /24/2018			
FS Business	5/31/18	CMA Properties LLC	\$180.00
Inspection at Marvin Windows 3901 Route 11, on 5 /21/2018			
FS Business	5/21/18	Marvin Windows of NY	\$180.00
Total :			\$660.00

06/01/2018

Unpaid Fees Report

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

Fee Group : All
Municipality : All

Parent Type
Transaction

Fee Type	Fee Date	Owner Business	Amount
FS Mercantile			
Inspection at 3934 Route 281, on 1 /19/2018			
FS Mercantile	1/19/18	Cortlandville Crossing LLC	\$180.00
Inspection at 3934 Route 281, on 2 /20/2018			
FS Public Assembly	2/20/18	Dollar Tree	\$60.00
Inspection at 3934 Route 281, on 2 /27/2018			
FS Mercantile	2/27/18	Dollar Tree	\$90.00
Inspection at 3934 Route 281, on 3 /14/2018			
FS Business	3/21/18	Cricket Wireless	\$120.00
Inspection at 3934 Route 281, on 3 /19/2018			
FS Business	3/19/18	Cricket Wireless	\$90.00
Inspection at 3934 Route 281, on 3 /9 /2018			
FS Business	3/9/18	Cricket Wireless	\$90.00
FS Business	4/3/18	Cricket Wireless	\$90.00
Inspection at A-Plus Sunoco 3947 Route 281, on 5 /18/2018			
FS Mercantile	5/18/18	Sunoco Inc	\$90.00
Inspection at Big Lots - Storage 3654-3666 Route 281, on 1 /8 /2018			
Oper- Manuf/Storage Haz	1/8/18	Gator Cortlandville Partners	\$1.00
Inspection at Cortland Carpet, Delvecchio Law Firm 4030 Route 281, on 4 /18/2018			
FS Business	4/18/18	Delvecchio Family LLC	\$180.00
Inspection at Doug's Powersports 4019 Route 281, on 4 /18/2018			
FS Business	4/18/18	Earl D Clark	\$120.00
Inspection at Thrifty Shopper 3654-3666 Route 281, on 1 /8 /2018			
FS Mercantile	1/8/18	Gator Cortlandville Partners	\$180.00
Inspection at Walgreens 3948 Route 281, on 5 /18/2018			

06/01/2018

Unpaid Fees Report

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

Fee Group : All
Municipality : All

Parent Type
Transaction

Fee Type	Fee Date	Owner Business	Amount
FS Mercantile	5/18/18	Flower Shop Cortlandville LLC	\$180.00
Total :			\$1,471.00
FS Public Assembly			
Inspection at 3333 Clute Rd, on 5 /15/2018			
FS Public Assembly	5/15/18	Church Baptist	\$100.00
Inspection at 3369 Walden Oaks Blvd, on 4 /25/2018			
FS Business	4/25/18	Walden Oaks Country Club Inc	\$90.00
Inspection at Page Green Rd, on 4 /3 /2018			
FS Public Assembly	4/3/18	Churches of Christ	\$90.00
Total :			\$280.00
Grand Total :			\$2,411.00

MONTHLY REPORT OF SUPERVISOR

F-2

TO THE TOWN BOARD OF THE TOWN OF CORTLANDVILLE :

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of May, 2018:

DATED: June 1, 2018

Richard C. Tupper
SUPERVISOR

	Balance 04/30/2018	Increases	Decreases	Balance 05/31/2018
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	0.00	244,225.48	244,225.48	0.00
CASH - SAVINGS	1,976,837.74	316,484.17	244,225.48	2,049,096.43
PETTY CASH	750.00	0.00	0.00	750.00
SPECIAL RESERVE - UNEMPLOYMENT	83,604.03	1.37	0.00	83,605.40
SPECIAL RESERVE - RETIREMENT	30,099.56	0.50	0.00	30,100.06
TOTAL	2,091,291.33	560,711.52	488,450.96	2,163,551.89
B GENERAL FUND - OUTSIDE VILLAGE				
CASH - CHECKING	0.00	25,863.97	25,863.97	0.00
CASH - SAVINGS	598,659.07	22,883.20	25,863.97	595,678.30
STARR RD PARK RGT MEMORIAL FUN	1,645.51	0.02	0.00	1,645.53
SPECIAL RESERVE - RETIREMENT	19,010.93	0.32	0.00	19,011.25
TOTAL	619,315.51	48,747.51	51,727.94	616,335.08
CD1- BLODGETT MILLS REHAB PROGRAM				
CASH - SAVINGS	0.00	0.00	0.00	0.00
	7,969.82	0.13	7,969.82	0.13
TOTAL	7,969.82	0.13	7,969.82	0.13
CD3- TOWNWIDE REHABILITATION				
CASH - CHECKING	0.00	54,535.16	54,535.16	0.00
TOTAL	0.00	54,535.16	54,535.16	0.00
CD4- COMMUNITY DEVELOPMENT				
CASH - CHECKING	1,701.27	0.00	1,701.27	0.00
CASH - SAVINGS	333,921.81	5,396.09	112,328.81	226,989.09
TOTAL	335,623.08	5,396.09	114,030.08	226,989.09
DA HIGHWAY FUND - TOWNWIDE				
CASH - SAVINGS	0.00	0.00	0.00	0.00
	275,152.04	4.60	0.00	275,156.64
TOTAL	275,152.04	4.60	0.00	275,156.64
TA TRUST & AGENCY				
CASH - CHECKING	27,796.09	292,043.42	285,328.83	34,510.68
TOTAL	27,796.09	292,043.42	285,328.83	34,510.68

MONTHLY REPORT OF SUPERVISOR

	Balance 04/30/2018	Increases	Decreases	Balance 05/31/2018
TE EXPENDABLE TRUST FUND				
CASH - CHECKING	791.93	0.00	0.00	791.93
TOTAL	791.93	0.00	0.00	791.93
SS SEWER DISTRICT				
CASH - CHECKING	173,698.44	183,658.70	303,438.62	53,918.52
CASH - SAVINGS	690,837.84	173,709.99	129,740.18	734,807.65
PETTY CASH	100.00	0.00	0.00	100.00
SPECIAL RESERVE - IMPROVEMENTS	382,097.50	6.28	0.00	382,103.78
SPECIAL RESERVE - RETIREMENT	13,402.93	0.22	0.00	13,403.15
TOTAL	1,260,136.71	357,375.19	433,178.80	1,184,333.10
SW WATER DISTRICT				
CASH - CHECKING	131,131.55	89,751.59	163,452.95	57,430.19
CASH - SAVINGS	1,728,511.82	131,160.44	32,321.40	1,827,350.86
PETTY CASH	100.00	0.00	0.00	100.00
SPECIAL RESERVE - IMPROVEMENTS	374,739.44	6.16	0.00	374,745.60
SPECIAL RESERVE - RETIREMENT	13,025.62	0.22	0.00	13,025.84
TOTAL	2,247,508.43	220,918.41	195,774.35	2,272,652.49
SF CORTLANDVILLE FIRE DISTRICT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
HE SAUNDERS ROAD SEWER PROJECT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
DB HIGHWAY FUND - OUTSIDE VILLAGE				
CASH - CHECKING	0.00	153,837.33	153,837.33	0.00
CASH - SAVINGS	1,427,396.95	588,399.14	153,837.33	1,861,958.76
SPECIAL RESERVE - EQUIPMENT	338,203.89	5.56	0.00	338,209.45
SPECIAL RESERVE - RETIREMENT	353.07	0.01	0.00	353.08
TOTAL	1,765,953.91	742,242.04	307,674.66	2,200,521.29
HG GUTCHESS LUMBER SPORTS COMPLEX				
CASH - CHECKING	0.00	42,183.70	42,183.70	0.00
CASH - SAVINGS	3,100,321.34	51.81	42,183.70	3,058,189.45
TOTAL	3,100,321.34	42,235.51	84,367.40	3,058,189.45
TOTAL ALL FUNDS	11,731,860.19	2,324,209.58	2,023,038.00	12,033,031.77

F-3

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Clerk Fees	Certified Copies - Marriage	2	20.00
		FOIL - Fee	10	0.00
		Interest on NOW Account	1	0.12
	Conservation	Conservation	16	50.69
	Marriage License Fee	marriage license	4	70.00
			Sub-Total:	\$140.81
A1550	Clerk Fees	Dog Redemption Fee	1	30.00
A2544	Dog Licensing	Female, Spayed	31	310.00
		Female, Unspayed	1	19.00
		Male, Neutered	32	320.00
		Male, Unneutered	4	76.00
		Replacement Tags	1	4.00
	Late Fee	Late Fee	9	45.00
			Sub-Total:	\$774.00
B1540	Ordinance Permit Fee	Fire Inspection Fee	31	3,870.00
B1570	Ordinance Permit Fee	Demolition Permit	1	1,083.00
B1603	Clerk Fees	Genealogy	1	22.00
		Vitals - Death	10	100.00
B2111	Ordinance Permit Fees	Building	11	794.00

Total Local Shares Remitted: \$6,813.81

Amount paid to: NYS Ag & Markets for spay/neuter program 78.00
 Amount paid to: NYS Department of Health 90.00
 Amount paid to: NYS Environmental Conservation 1,604.31

Total State, County & Local Revenues: \$8,586.12

Total Non-Local Revenues: \$1,772.31

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Kristin E. Rocco-Petrella, RMC, Town Clerk, Town of Cortlandville during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Richard C. Truppa 6/1/18
 Supervisor Date

Kristin E. Rocco-Petrella 6/1/2018
 Town Clerk Date

cc: Marcia

Cortlandville
Trial Balance Report 2018

F-4

Date: 06/05/2018 Town/County

Warrant	\$11,891,729.58			
Adjustments	\$0.00			
Adjusted Warrant	\$11,891,729.58			
Full Payments	\$10,736,453.62			
Partial Payments	\$21,181.73			
Direct to County	\$729,725.18	<i>NOT Deposited in the bank</i>	Direct to Cty	\$729,725.18
<i>Over Paid</i>	\$0.00	<i>(to be refunded)</i>	Direct Penalties	\$0.00
Tax Collected	\$11,487,360.53	Collected 96.60 %	Total Direct	\$729,725.18
Tax Less Direct	\$10,757,635.35			
Service Charge	\$20.00	Service Charge Billed	\$-20.00	
Surcharge	\$0.00		Credit	\$68,278.22
Misc Coll.	\$146.00		Cash	\$177,378.23
Full/Partial Penalties	\$31,787.28		Check	\$10,543,932.18
Net Deposit	\$10,789,588.63	<i>Does not include any overpayments shown above</i>	Total Deposit	\$10,789,588.63
NOT Collected	\$404,369.05			<i>Includes overpayments shown above</i>

Balance Successful

This sheet should match your bank records.

WARRANT

06/05/2018

Cortlandville

Description	Original Tax Amount	Adjustment	Adjusted Tax Amount	Tax Collected
County Taxes	55,481.04	0.00	55,481.04	53,594.45
County Taxes	364,664.53	0.00	364,664.53	352,264.40
Relevy Sewer	15,133.43	0.00	15,133.43	14,618.83
County Taxes	7,936,881.20	0.01	7,936,881.21	7,666,993.71
Relevy Water	13,201.43	0.00	13,201.43	12,752.53
Town of Cortlandvill	8,070.42	0.00	8,070.42	7,795.99
Town of Cortlandvill	51,936.75	0.00	51,936.75	50,170.68
Cortlandville Fire	765,460.07	0.00	765,460.07	739,431.19
Town of Cortlandvill	1,749,627.91	-0.01	1,749,627.90	1,690,133.16
School Relevy	384,178.99	0.00	384,178.99	371,115.28
Village Relevy	26,305.40	0.00	26,305.40	25,410.91
Cortlandville sewer	308,967.21	0.00	308,967.21	298,461.02
Cortlandville water	211,821.20	0.00	211,821.20	204,618.38
Totals:	11,891,729.58	0.00	11,891,729.58	11,487,360.53

Batch Summary Report - in deposit date order

06/05/2018

!!! Warning !!! Report by deposit date may not match the balancing report because of batches left open for a long time or deposited late.

Batch	Payment	Totaltax	Penalty	Servicechg	Surcharge	Misc
148	60,546.46	58,782.98	1,763.48	0.00	0.00	0.00
Totals for 05/01/2018	60,546.46	58,782.98	1,763.48	0.00	0.00	0.00
149	12,768.79	12,322.75	430.04	0.00	0.00	16.00
Totals for 05/03/2018	12,768.79	12,322.75	430.04	0.00	0.00	16.00
150	18,167.25	17,608.52	556.73	0.00	0.00	2.00
Totals for 05/04/2018	18,167.25	17,608.52	556.73	0.00	0.00	2.00
151	6,121.15	5,881.88	235.27	0.00	0.00	4.00
Totals for 05/07/2018	6,121.15	5,881.88	235.27	0.00	0.00	4.00
152	11,356.81	10,910.40	436.41	0.00	0.00	10.00
Totals for 05/08/2018	11,356.81	10,910.40	436.41	0.00	0.00	10.00
153	3,518.37	3,379.20	135.17	0.00	0.00	4.00
154	5,449.14	5,231.87	209.27	0.00	0.00	8.00
Totals for 05/09/2018	8,967.51	8,611.07	344.44	0.00	0.00	12.00
155	6,175.84	5,936.38	237.46	0.00	0.00	2.00
Totals for 05/10/2018	6,175.84	5,936.38	237.46	0.00	0.00	2.00
156	4,395.31	4,218.56	168.75	0.00	0.00	8.00
Totals for 05/15/2018	4,395.31	4,218.56	168.75	0.00	0.00	8.00
157	126.97	122.52	2.45	0.00	0.00	2.00
158	108,558.56	104,377.46	4,173.10	0.00	0.00	8.00
Totals for 05/16/2018	108,685.53	104,499.98	4,175.55	0.00	0.00	10.00

Batch	Payment	Totaltax	Penalty	Servicechg	Surcharge	Misc
159	8,721.18	8,381.90	335.28	0.00	0.00	4.00
Totals for 05/17/2018	8,721.18	8,381.90	335.28	0.00	0.00	4.00
160	549.81	549.81	0.00	0.00	0.00	0.00
Totals for 05/18/2018	549.81	549.81	0.00	0.00	0.00	0.00
161	6,541.38	6,285.94	251.44	0.00	0.00	4.00
Totals for 05/21/2018	6,541.38	6,285.94	251.44	0.00	0.00	4.00
162	-61.26	-61.26	0.00	0.00	0.00	0.00
163	2,651.05	2,547.16	101.89	0.00	0.00	2.00
Totals for 05/24/2018	2,589.79	2,485.90	101.89	0.00	0.00	2.00
164	2,081.27	1,999.30	79.97	0.00	0.00	2.00
Totals for 05/25/2018	2,081.27	1,999.30	79.97	0.00	0.00	2.00
165	29,819.59	28,668.84	1,146.75	0.00	0.00	4.00
Totals for 05/29/2018	29,819.59	28,668.84	1,146.75	0.00	0.00	4.00
166	10,355.12	9,939.55	397.57	0.00	0.00	18.00
Totals for 05/30/2018	10,355.12	9,939.55	397.57	0.00	0.00	18.00
167	29,342.53	28,188.96	1,127.57	0.00	0.00	26.00
Totals for 05/31/2018	29,342.53	28,188.96	1,127.57	0.00	0.00	26.00
168	10,178.75	9,777.65	391.10	0.00	0.00	10.00
Totals for 06/01/2018	10,178.75	9,777.65	391.10	0.00	0.00	10.00
169	391.34	374.37	14.97	0.00	0.00	2.00
170	17,792.95	17,098.99	683.96	0.00	0.00	10.00
Totals for 06/04/2018	18,184.29	17,473.36	698.93	0.00	0.00	12.00

Grand Totals:

\$355,548.36	\$342,523.73	\$12,878.63	\$0.00	\$0.00	\$146.00
--------------	--------------	-------------	--------	--------	----------

F-5

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

Dogs Impounded	2
Citizen	
CCSD	
SPCA	2
OS	

Dispositions	2
Redeemed	2
Adopted	
Euthanized	
DOA	
Still at Shelter	
Transferred	

Complaints This Month	19
------------------------------	-----------

YTD: 60

Dog Control:

Dog at Large	4
Unlicensed	1
Unvaccinated	
Bite Case	1
Harass/Barking/Loud	2
Lost Dog	1

Animal Cruelty:

Dog/Cat Abandonment	2
Dog/Cat Abuse	1
Dog/Cat Neglect	
Dog/Cat Sick or Injured	2
Injured Wildlife	1
Injured Farm Animal	1
Hot/Cold Vehicle	3

Dispositions:

Compliance Order	3
No Violation	
Completed	4
Unable to Locate	5
Animal Picked Up	3
Returned to Owner	3
Pending Investigation	
Charges/Arrest	1

Tickets Issued:	0
Dogs Impounded this month:	2
Cats Impounded this month:	2
Citizen Assist:	0

Tickets Issued YTD:	0
Dogs Impounded YTD	7
Cats Impounded YTD:	10
Citizen Assist YTD:	0

G-1



June 1, 2018

Re: Government Affairs Point of Contact

Dear Municipal Official:

We are in the process of internal assignment modifications in Government Affairs. While we are assessing processes and improvements to better serve the needs of our communities, I would like to notify you of your new point of contact for Government Affairs and franchising in your municipality:

Alice Kim
Director, Government Affairs
Charter Communications
6005 Fair Lakes Road
East Syracuse, NY 13057
315-634-6170
Alice.kim@charter.com

If you have any additional questions or concerns, please feel free to contact me at 518-640-8557 or via email at charles.williams@charter.com.

We look forward to our continued relationship with your municipality.

Sincerely,

A handwritten signature in black ink, appearing to read "C Williams III".

Charlie Williams
Vice President, Government Affairs
Charter Communications

OWNER-OCCUPIED LOAN AGREEMENT

1-3a

Made this 10th day of May 2018 by Earl D. Fox and Donna M. Fox, residing at 3133 Gracie Road, Cortland, New York and Laura Fox, residing at 1266 Bloody Pond Road, Cincinnatus, New York (the "Borrower") and the Town of Cortlandville, a municipal corporation with offices at 3577 Terrace Road, Cortland, New York (the "Town"), through the Town of Cortlandville's Community Development Block Grant (CDBG) Program (the "program").

WITNESSETH THAT:

WHEREAS the Town has funds available through its CDBG Program for loans to homeowners qualifying under the CDBG Program, and

WHEREAS the Borrower has applied for such a loan, or loans, and is qualified and eligible for funds from this program, to be spent on their property located at 3133 Gracie Road, Cortland, New York, (the "subject property" as described in the attached Schedule A) for certain repairs and improvements (the "CDBG project"), and

WHEREAS the Town is willing to lend money to the Borrower(s) pursuant to such program for the purpose of undertaking the CDBG project, subject to certain terms and conditions.

NOW, THEREFORE, in reliance upon the information provided to the Town by the Borrower, and in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

1. The Town agrees to lend \$27,160.00 plus additional funds if there are any approved change orders to the Borrower (the "total CDBG assistance"); \$ N/A of which shall be provided as a direct loan with an interest rate of zero percent (0%) repayable pursuant to the terms and conditions noted below under the heading "Direct Loan" if applicable, and \$27,160.00 of which shall be provided as a deferred payment loan with an interest rate of zero percent (0%) repayable pursuant to the terms and conditions noted below under the heading "Deferred Payment Loan". The direct loan and/or deferred payment loan portions of the CDBG assistance may also be referred to as the loan or loans, collectively.

A. Direct Loan

Not Applicable

B. Deferred Payment Loan

The Borrower agrees to repay to the Town all or a portion of the deferred payment loan portion of the total CDBG assistance (as calculated below) if:

a. The Borrower sells the property within five years from the date of completion of the CDBG project, or

b. The Borrower voluntarily or involuntarily no longer makes the property his/her/their primary residence within five years from the date of completion of the CDBG project including but not limited to, relocation, death, nursing home confinement, or imprisonment; or

c. The Borrower sells, conveys or otherwise transfers ownership or title in the Property within five years from the date of completion of the CDBG project; or

d. The Borrower rents, leases, or allows the use of the Property for any other person other than the Borrower within five years from the date of completion of the CDBG project; or

e. The Borrower violates any other terms of this Agreement within five years from the date of completion of the CDBG project.

The CDBG project completion date will be the date on which the final disbursement of the total CDBG assistance is/was made. In the event a, b, c, d, or e above should occur, the Borrower may be required to repay all or portion of the assistance. To determine the amount of the assistance to be repaid, the Borrower will be credited 1/60th of the deferred payment loan portion of the CDBG assistance for each month the Borrower reside(s)/resided in the property from the date of completion of the CDBG project, until the date of occurrence of default (i.e., the date a, b, c, d, or e above occurs) (the "residency credit"). The amount of the residency credit shall be subtracted from the deferred payment loan portion of the total CDBG assistance and the resulting balance of the deferred payment loan portion of the total CDBG assistance will be due and payable to the Town.

2. The Borrower agrees to sign a new Owner-Occupied Loan Agreement and Note and Mortgage if the amount of funds advanced is different from the amount identified in #1 above.

3. The Borrower agrees and accepts as a condition of this assistance from the Town to bring current, and keep current for the duration of this loan, all real property taxes, assessments, and water/sewer charges pertaining to all property owned by Borrower in the Town of Cortlandville, Cortland County, New York.

4. The Borrower will provide proof of fire insurance on the subject property to the Town with the Town of Cortlandville listed as a Loss Payee or Mortgagee, as determined by the Town. The insurance shall be in an amount adequate to cover all outstanding debts on the property including the Town's loan or loans, whichever is greater. The insurance will be kept current for the life of the loan or loans.

5. The Borrower will sign a Note and Mortgage in the amount of \$27,160.00, even date herewith, as a condition of this Agreement, and in the event that said Note and Mortgage terms conflict with the terms and conditions stated herein, said Note and Mortgage provisions shall prevail.

6. The Borrower acknowledges the rights of the Town as creditor and agrees to notify the Town prior to incurring any additional debt on the subject property which could cause a lien to be filed against said property.

7. At the option of the Town, the direct loan and /or deferred payment loan portions of the CDBG assistance, whichever is applicable, will be paid in full if the property is sold and/or if the Borrower no longer uses the subject property as Borrower's primary place of residence before the term of the direct loan and/or deferred payment loan expires, whichever is applicable. In the event a pay off is required hereunder, the Borrower will be credited with a residency credit on the deferred payment loan portion of the CDBG assistance determined as noted in condition 1.B. above.

8. At the option of the Town, no advance shall be due unless (a) all work usually done at that stage of construction is done in a good and workmanlike manner, and (b) all materials and fixtures usually installed and furnished by that stage of construction are installed and furnished. The Town shall inspect the work prior to the making of any installment. Work is to be done to the Town's satisfaction. No installment is to be paid unless construction is approved by an engineer, architect, or other party satisfactory to the Town.

9. At the option of the Town, if the work stops or does not proceed at a reasonable speed, the Town may employ workmen and purchase materials to complete or protect the work. If mechanics liens or orders or assignments of contract are filed against the property, the Town may pay and satisfy them. If any taxes, assessments, sewer rates, or water rates charged against the property are not paid when due, the Town may pay them. Payments made by the Town under this Paragraph are secured by the aforementioned Note and Mortgage as if they were installments paid to the Borrower.

10. At the option of the Town, Borrower agrees to pay for and indemnify the Town for all claims or liens for materials, labor, or services furnished for the improvements on the property. Borrower shall defend any action or proceeding brought against the Town on these liens or claims with an attorney of the Town's choice.

11. The Borrower agrees to maintain the subject property and make immediate corrections to any code violations. Yearly inspections of the subject property may be made for the term of the loan or loans, whichever term is longer, by the Town Code Enforcement Office or other Town representatives.

12. Compliance with HUD requirements: The Borrower shall comply with all of the following requirements:

(a) The regulations for the CDBG Program contained in 24, Part 570.

(b) All requirements imposed by Title VI of the Civil Rights Act of 1964 (Public Law 88-352) and Section 109 of the Housing and Community Development Act of 1974, as amended, and the regulations related to equal opportunity (24 CFR, Part 570.601). No person in the United States shall, on the grounds of race, color, creed, religion, national origin, sex, familial status, or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project assisted with Community Development Block Grant funds.

(c) The flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234), if the rehabilitated property is located within the Town's floodplain area.

(d) The regulations, policies, guidelines, and requirements of OMB Circular A-102 Revised (Handbook 1300.17), which relates to the acceptance and use of federal funds.

(e) Requests from HUD, the Town and/or the Comptroller General (or any authorized representatives) for access to and the right to examine all records, books, papers or documents related to the loan and cooperate fully with the Town in supplying information to meet CDBG audit requirements.

(f) The regulations of Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988; which directly prohibits discrimination in the sale, financing, rental, or advertisement of housing on the basis of race, color, religion, national origin, sex, familial status, or handicap.

(g) The lead-based paint requirements of 24 CFR, Part 35, Subpart B, issued pursuant to the Lead-Based Paint Poisoning Act (42 U.S.C., 4801 et seq.).

13. The Borrower will, if requested by the Town, cooperate fully and adjust for clerical errors, execute, or re-execute any and all agreements or other documents executed as evidence of the Borrower's debt to the Town as deemed necessary or desirable in the reasonable discretion of the Town to enable the Town to fully complete the transaction as intended, and to protect the Town's interests to the satisfaction of its Town's legal counsel.

14. In the event the direct loan and/or deferred payment loan is provided to rehabilitate a multi-family, owner-occupied property, the Borrower agrees to comply with the Town's requirements to make units both available and affordable to low-to-moderate income persons/households. In order to insure the rental unit(s) are available to low/mod persons/households, the Borrower agrees to rent the non owner-occupied unit(s) to only low-to-moderate income individuals or households for the longer of the term of the direct loan or deferred payment loan portion of the total CDBG assistance, whichever is applicable. The most current HUD income limits for the County as adjusted for family size shall be used to determine if a person/household meets the low-to-moderate income test.

In order to insure the rental unit(s) are affordable to low-to-moderate income persons/households, rent(s) for the non-owner occupied units for the first year following completion of rehabilitation must not exceed Fair Market Rents (FMR) in accordance with the Town's Process to Insure Affordability. Rents will be deemed affordable if:

(i) the subject property's rental unit(s) is occupied by a low/mod household and the current rent does not exceed the current Fair Market Rate (FMR) as established by HUD. FMR includes utilities but will be adjusted accordingly for utilities paid directly by the tenant;

(ii) the subject property's rental unit(s) is renting above the FMR and is occupied by a low/mod household(s), the property owner agrees to immediately reduce the rent for said unit(s) to the established FMR (net of utility allowances for utilities paid by tenant) at the time of signing the agreement to participate in the rehabilitation program.

(iii) the unit(s) is renting above the FMR and is occupied by a non low/mod tenant, the property owner will not be required to reduce the rent nor be required or allowed to displace the non low/mod tenant(s). The property owner agrees to comply with the FMR requirements when and if the non low/mod tenant(s) first vacate the property.

(iv) the unit(s) is vacant, the property owner agrees to rent to a low/mod household and to comply with the FMR requirements immediately upon occupancy.

The allowable rent for any rental unit(s) in the subject property for the first year shall be as follows:

Unit 1: Gross FMR - \$ n/a less total utility allowances of \$ n/a = \$ n/a
(Landlord provides *itemize utilities here*; Tenant provides *itemize utilities here*)

15. In the event there is more than one Borrower, each shall be jointly and severally responsible for the direct loan and/or deferred payment loan, whichever is/are applicable.

16. This Agreement is binding upon the parties hereto, their heirs, successors, representatives, administrators, and assigns. The Borrower shall not assign without Town approval.

IN WITNESS WHEREOF, the Town and the Borrower hereto have set their hands as of the date set forth at the beginning of this Agreement.

Town of Cortlandville

Richard Tupper, Supervisor

BORROWER:

^ Earl D. Fox
Earl D. Fox

Donna M. Fox
Donna M. Fox

Laura Fox
Laura Fox

ACKNOWLEDGEMENT

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On the ____ day of _____ in the year 2018 before me, the undersigned, a Notary Public in and for said state, personally appeared Richard Tupper, Supervisor of the Town of Cortlandville, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On the 10th day of May in the year 2018 before me, the undersigned, a Notary Public in and for said state, personally appeared Earl D. Fox and Donna M. Fox, personally known to me or proved to me on the basis of satisfactory evidence to be the individuals whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their capacities, and that by their signatures on the instrument, the individuals, or the person upon behalf of which the individuals acted, executed the instrument.

Katharine L. Blaisdell

Notary Public

KATHARINE L. BLAISDELL
Notary Public, State of New York
No. 01BL6251151
Qualified in Cortland County
My Commission Expires 11/14/2019

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On the 10th day of May in the year 2018 before me, the undersigned, a Notary Public in and for said state, personally appeared Laura Fox, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Katharine L. Blaisdell

Notary Public

KATHARINE L. BLAISDELL
Notary Public, State of New York
No. 01BL6251151
Qualified in Cortland County
My Commission Expires 11/14/2019

SCHEDULE A

ALL THAT TRACT OR PARCEL OF LAND SITUATE IN THE TOWN OF CORTLANDVILLE, CORTLAND COUNTY, NEW YORK, BEING A PART OF LOT NO. 91 IN SAID TOWN, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTER LINE OF GRACIE ROAD, WHICH IS LOCATED NORTHERLY ALONG SAID CENTER LINE A DISTANCE OF 2962.3 FEET, MORE OR LESS, FROM THE CENTER LINE OF N.Y.S. ROUTE #13; RUNNING THENCE S 73° 30' W A DISTANCE OF 290.40 FEET TO AN IRON PIPE; RUNNING THENCE N 09° 30' W A DISTANCE OF 150.0 FEET TO AN IRON ROD; RUNNING THENCE N 73° 30' E A DISTANCE OF 290.40 FEET TO A POINT IN THE CENTER LINE OF GRACIE ROAD; RUNNING THENCE S 09° 30' E ALONG THE CENTER LINE OF GRACIE ROAD A DISTANCE OF 150.0 FEET TO THE POINT OR PLACE OF BEGINNING.

AND ALSO:

ALL THAT TRACT OR PARCEL OF LAND SITUATE IN LOT NO. 91 OF THE TOWN OF CORTLANDVILLE, COUNTY OF CORTLAND AND STATE OF NEW YORK, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE CENTER LINE OF GRACIE ROAD AT THE NORTHEAST CORNER OF LANDS CONVEYED TO EARL D. AND DONNA M. FOX BY DEED RECORDED IN CORTLAND COUNTY CLERK'S OFFICE IN BOOK 498 OF DEEDS AT PAGE 116; THENCE S 73° 30' W ALONG THE NORTH LINE OF SAID FOX A DISTANCE OF 290.40 FEET TO A POINT; THENCE S 09° 30' E ALONG THE WEST LINE OF SAID FOX A DISTANCE OF 150.0 FEET TO A POINT IN THE LINE OF LANDS OWNED BY USA TUNISON LABORATORY OF FISH NUTRITION (R.O.); THENCE S 73° 30' W ALONG SAID LINE A DISTANCE OF 82.80 FEET TO A POINT; THENCE N 24° 57' W ALONG SAID LINE A DISTANCE OF 241.92 FEET TO A POINT; THENCE N 72° 48' E ACROSS LANDS OF UNDERWOOD A DISTANCE OF 455.27 FEET TO A POINT IN THE CENTER LINE OF GRACIE ROAD; THENCE S 00° 07' E ALONG SAID CENTER LINE A DISTANCE OF 100.0 FEET TO THE POINT AND PLACE OF BEGINNING, CONTAINING 1.28 ACRES OF LAND MORE OR LESS.

OWNER-OCCUPIED LOAN AGREEMENT

1-36

Made this 16 day of May 2018 by Darik Hanback and Amber Hanback, residing at 3673 Pendleton Street, Cortland, New York (the "Borrower") and the Town of Cortlandville, a municipal corporation with offices at 3577 Terrace Road, Cortland, New York (the "Town"), through the Town of Cortlandville's Community Development Block Grant (CDBG) Program (the "program").

WITNESSETH THAT:

WHEREAS the Town has funds available through its CDBG Program for loans to homeowners qualifying under the CDBG Program, and

WHEREAS the Borrower has applied for such a loan, or loans, and is qualified and eligible for funds from this program, to be spent on their property located at 3673 Pendleton Street, Cortland, New York, (the "subject property" as described in the attached Schedule A) for certain repairs and improvements (the "CDBG project"), and

WHEREAS the Town is willing to lend money to the Borrower(s) pursuant to such program for the purpose of undertaking the CDBG project, subject to certain terms and conditions.

NOW, THEREFORE, in reliance upon the information provided to the Town by the Borrower, and in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows:

1. The Town agrees to lend \$31,384.29 plus additional funds if there are any approved change orders to the Borrower (the "total CDBG assistance"); \$ N/A of which shall be provided as a direct loan with an interest rate of zero percent (0%) repayable pursuant to the terms and conditions noted below under the heading "Direct Loan" if applicable, and \$31,384.29 of which shall be provided as a deferred payment loan with an interest rate of zero percent (0%) repayable pursuant to the terms and conditions noted below under the heading "Deferred Payment Loan". The direct loan and/or deferred payment loan portions of the CDBG assistance may also be referred to as the loan or loans, collectively.

A. Direct Loan

Not Applicable

B. Deferred Payment Loan

The Borrower agrees to repay to the Town all or a portion of the deferred payment loan portion of the total CDBG assistance (as calculated below) if:

a. The Borrower sells the property within five years from the date of completion of the CDBG project, or

b. The Borrower voluntarily or involuntarily no longer makes the property his/her/their primary residence within five years from the date of completion of the CDBG project including but not limited to, relocation, death, nursing home confinement, or imprisonment; or

c. The Borrower sells, conveys or otherwise transfers ownership or title in the Property within five years from the date of completion of the CDBG project; or

d. The Borrower rents, leases, or allows the use of the Property for any other person other than the Borrower within five years from the date of completion of the CDBG project; or

e. The Borrower violates any other terms of this Agreement within five years from the date of completion of the CDBG project.

The CDBG project completion date will be the date on which the final disbursement of the total CDBG assistance is/was made. In the event a, b, c, d, or e above should occur, the Borrower may be required to repay all or portion of the assistance. To determine the amount of the assistance to be repaid, the Borrower will be credited 1/60th of the deferred payment loan portion of the CDBG assistance for each month the Borrower reside(s)/resided in the property from the date of completion of the CDBG project, until the date of occurrence of default (i.e., the date a, b, c, d, or e above occurs) (the "residency credit"). The amount of the residency credit shall be subtracted from the deferred payment loan portion of the total CDBG assistance and the resulting balance of the deferred payment loan portion of the total CDBG assistance will be due and payable to the Town.

2. The Borrower agrees to sign a new Owner-Occupied Loan Agreement and Note and Mortgage if the amount of funds advanced is different from the amount identified in #1 above.

3. The Borrower agrees and accepts as a condition of this assistance from the Town to bring current, and keep current for the duration of this loan, all real property taxes, assessments, and water/sewer charges pertaining to all property owned by Borrower in the Town of Cortlandville, Cortland County, New York.

4. The Borrower will provide proof of fire insurance on the subject property to the Town with the Town of Cortlandville listed as a Loss Payee or Mortgagee, as determined by the Town. The insurance shall be in an amount adequate to cover all outstanding debts on the property including the Town's loan or loans, whichever is greater. The insurance will be kept current for the life of the loan or loans.

5. The Borrower will sign a Note and Mortgage in the amount of \$31,384.29, even date herewith, as a condition of this Agreement, and in the event that said Note and Mortgage terms conflict with the terms and conditions stated herein, said Note and Mortgage provisions shall prevail.

6. The Borrower acknowledges the rights of the Town as creditor and agrees to notify the Town prior to incurring any additional debt on the subject property which could cause a lien to be filed against said property.

7. At the option of the Town, the direct loan and /or deferred payment loan portions of the CDBG assistance, whichever is applicable, will be paid in full if the property is sold and/or if the Borrower no longer uses the subject property as Borrower's primary place of residence before the term of the direct loan and/or deferred payment loan expires, whichever is applicable. In the event a pay off is required hereunder, the Borrower will be credited with a residency credit on the deferred payment loan portion of the CDBG assistance determined as noted in condition 1.B. above.

8. At the option of the Town, no advance shall be due unless (a) all work usually done at that stage of construction is done in a good and workmanlike manner, and (b) all materials and fixtures usually installed and furnished by that stage of construction are installed and furnished. The Town shall inspect the work prior to the making of any installment. Work is to be done to the Town's satisfaction. No installment is to be paid unless construction is approved by an engineer, architect, or other party satisfactory to the Town.

9. At the option of the Town, if the work stops or does not proceed at a reasonable speed, the Town may employ workmen and purchase materials to complete or protect the work. If mechanics liens or orders or assignments of contract are filed against the property, the Town may pay and satisfy them. If any taxes, assessments, sewer rates, or water rates charged against the property are not paid when due, the Town may pay them. Payments made by the Town under this Paragraph are secured by the aforementioned Note and Mortgage as if they were installments paid to the Borrower.

10. At the option of the Town, Borrower agrees to pay for and indemnify the Town for all claims or liens for materials, labor, or services furnished for the improvements on the property. Borrower shall defend any action or proceeding brought against the Town on these liens or claims with an attorney of the Town's choice.

11. The Borrower agrees to maintain the subject property and make immediate corrections to any code violations. Yearly inspections of the subject property may be made for the term of the loan or loans, whichever term is longer, by the Town Code Enforcement Office or other Town representatives.

12. Compliance with HUD requirements: The Borrower shall comply with all of the following requirements:

(a) The regulations for the CDBG Program contained in 24, Part 570.

(b) All requirements imposed by Title VI of the Civil Rights Act of 1964 (Public Law 88-352) and Section 109 of the Housing and Community Development Act of 1974, as amended, and the regulations related to equal opportunity (24 CFR, Part 570.601). No person in the United States shall, on the grounds of race, color, creed, religion, national origin, sex, familial status, or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project assisted with Community Development Block Grant funds.

(c) The flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234), if the rehabilitated property is located within the Town's floodplain area.

(d) The regulations, policies, guidelines, and requirements of OMB Circular A-102 Revised (Handbook 1300.17), which relates to the acceptance and use of federal funds.

(e) Requests from HUD, the Town and/or the Comptroller General (or any authorized representatives) for access to and the right to examine all records, books, papers or documents related to the loan and cooperate fully with the Town in supplying information to meet CDBG audit requirements.

(f) The regulations of Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988; which directly prohibits discrimination in the sale, financing, rental, or advertisement of housing on the basis of race, color, religion, national origin, sex, familial status, or handicap.

(g) The lead-based paint requirements of 24 CFR, Part 35, Subpart B, issued pursuant to the Lead-Based Paint Poisoning Act (42 U.S.C., 4801 et seq.).

13. The Borrower will, if requested by the Town, cooperate fully and adjust for clerical errors, execute, or re-execute any and all agreements or other documents executed as evidence of the Borrower's debt to the Town as deemed necessary or desirable in the reasonable discretion of the Town to enable the Town to fully complete the transaction as intended, and to protect the Town's interests to the satisfaction of its Town's legal counsel.

14. In the event the direct loan and/or deferred payment loan is provided to rehabilitate a multi-family, owner-occupied property, the Borrower agrees to comply with the Town's requirements to make units both available and affordable to low-to-moderate income persons/households. In order to insure the rental unit(s) are available to low/mod persons/households, the Borrower agrees to rent the non owner-occupied unit(s) to only low-to-moderate income individuals or households for the longer of the term of the direct loan or deferred payment loan portion of the total CDBG assistance, whichever is applicable. The most current HUD income limits for the County as adjusted for family size shall be used to determine if a person/household meets the low-to-moderate income test.

In order to insure the rental unit(s) are affordable to low-to-moderate income persons/households, rent(s) for the non-owner occupied units for the first year following completion of rehabilitation must not exceed Fair Market Rents (FMR) in accordance with the Town's Process to Insure Affordability. Rents will be deemed affordable if:

(i) the subject property's rental unit(s) is occupied by a low/mod household and the current rent does not exceed the current Fair Market Rate (FMR) as established by HUD. FMR includes utilities but will be adjusted accordingly for utilities paid directly by the tenant;

(ii) the subject property's rental unit(s) is renting above the FMR and is occupied by a low/mod household(s), the property owner agrees to immediately reduce the rent for said unit(s) to the established FMR (net of utility allowances for utilities paid by tenant) at the time of signing the agreement to participate in the rehabilitation program.

(iii) the unit(s) is renting above the FMR and is occupied by a non low/mod tenant, the property owner will not be required to reduce the rent nor be required or allowed to displace the non low/mod tenant(s). The property owner agrees to comply with the FMR requirements when and if the non low/mod tenant(s) first vacate the property.

(iv) the unit(s) is vacant, the property owner agrees to rent to a low/mod household and to comply with the FMR requirements immediately upon occupancy.

The allowable rent for any rental unit(s) in the subject property for the first year shall be as follows:

Unit 1: Gross FMR - \$ n/a less total utility allowances of \$ n/a = \$ n/a
(Landlord provides *itemize utilities here*; Tenant provides *itemize utilities here*)

15. In the event there is more than one Borrower, each shall be jointly and severally responsible for the direct loan and/or deferred payment loan, whichever is/are applicable.


16. This Agreement is binding upon the parties hereto, their heirs, successors, representatives, administrators, and assigns. The Borrower shall not assign without Town approval.


IN WITNESS WHEREOF, the Town and the Borrower hereto have set their hands as of the date set forth at the beginning of this Agreement.

Town of Cortlandville

Richard Tupper, Supervisor

BORROWER:


Darik Hanback


Amber Hanback

ACKNOWLEDGEMENT

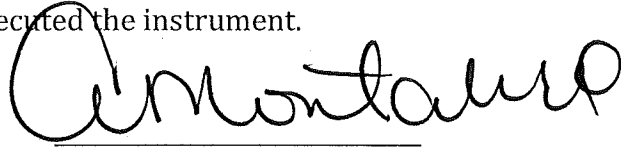
STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On the ____ day of _____ in the year 2018 before me, the undersigned, a Notary Public in and for said state, personally appeared Richard Tupper, Supervisor of the Town of Cortlandville, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Notary Public

STATE OF NEW YORK)
COUNTY OF CORTLAND) ss:

On the 16 day of May in the year 2018 before me, the undersigned, a Notary Public in and for said state, personally appeared Darik Hanback and Amber Hanback, personally known to me or proved to me on the basis of satisfactory evidence to be the individuals whose names are subscribed to the within instrument and acknowledged to me that they executed the same in their capacities, and that by their signatures on the instrument, the individuals, or the person upon behalf of which the individuals acted, executed the instrument.



Notary Public

ADELINE MONTALVO
NOTARY PUBLIC-STATE OF NEW YORK
No. 01MO6274569
Qualified in Cortland County
My Commission Expires January 07, 2021

SCHEDULE A

ALL THAT TRACT OR PARCEL OF LAND situate in the Town of Cortlandville, County of Cortland and State of New York, being a part of Lot No. 75 in said town and bounded and described as follows:

BEGINNING at a point in the center line of Extension of South Pendleton Street, said point of beginning being located at the southeast corner of the lands of Charlotte D. Allen Smith (as described in a deed from W. Verne Hickman and Hazel E. Hickman to Charlotte D. Allen Smith (as described in a deed from W. Verne Hickman and Hazel E. Hickman to Charlotte D. Allen dated October 11, 1950, recorded October 23, 1950 in Liber 216 of Deeds at page 298 of the Cortland County Clerk's Office); running thence westerly along the division line between the lands of Charlotte D. Allen and Hazel L. Smith, on the south, a distance of 162 feet to a point on said line; running thence northerly on a line parallel with the center line of said highway a distance of 55 feet to a point in the lands of Charlotte D. Allen; running thence easterly a distance of 162 feet to a line parallel with the south boundary line of the Lot herein described to the center of said highway; running thence southerly along the center of said highway a distance of 55 feet to the point or place of beginning.

ALSO ALL THAT TRACT OR PARCEL OF LAND situate in the Town of Cortlandville, County of Cortland and State of New York, being a part of Lot No. 75 in said town and bounded and described as follows:

BEGINNING at the southwest corner of the parcel of land described in a deed from Charlotte D. Allen Smith (formerly Charlotte D. Allen) to Edith Hicks, which deed is dated December 13, 1951, recorded July 3, 1952 in Liber 221 of Deeds at page 508; running thence westerly along first party's (Charlotte D. Allen Smith's) south line a distance of approximately one hundred nineteen and four tenths (119.4) feet to the said Charlotte D. Allen Smith (first party's) southwest corner; running thence northerly along Charlotte D. Allen Smith's west line a distance of fifty five (55) feet to a point; running thence easterly a distance of approximately one hundred nineteen and four tenths (119.4) feet to the northwest corner of the parcel of land conveyed by Charlotte D. Allen Smith to Edith Hicks by deed referred to above; running thence southerly along the west line of said parcel owned by Edith Hicks a distance of fifty five (55) feet to the point or place of beginning.

ALSO ALL THAT TRACT OR PARCEL OF LAND situate in the Town of Cortlandville, County of Cortland and State of New York, being a part of Lot No. Seventy Five in said town and bounded and described as follows:

BEGINNING at a point in the center line of South Pendleton Street Extension, said point of beginning being located a distance of 528.9 feet more or less from the intersection of said center line of South Pendleton Street with the center of line of Cross Road at the south line of Lot No. seventy five (75) Cortlandville, which point is the northeast corner of a parcel of land described in a deed from Charlotte D. (Allen) Smith, (formerly Charlotte D. Allen) to Edith Hicks, dated December 13, 1951 and recorded July 3, 1952 in the Cortland County Clerk's Office in Liber 221 Deeds at page 508; running thence westerly along the north line of land owned by Edith Hicks a distance of 281.4 feet to a point located at the northwest corner of a parcel of land described in a deed from Charlotte D. (Allen) Smith to Edith Hicks, dated March 14, 1953 and recorded July 14, 1953 in Liber 224 of Deeds at page 598; running thence northerly on a line parallel with the center line of South Pendleton Street Extension a distance of 15 feet to a point; thence running easterly 281.4 +/- feet to a point in the center line of South Pendleton Street Extension which is located a distance of 20 feet north of the place of beginning; thence running south along the center line of said street distance of 20 feet to the place of beginning.

RECEIVED MAY 31 2018

1-5

May 31, 2018

Re: SRBC Pump Testing Requirement for Terrace Rd Well

Dear Supervisor Tupper and Members of the Town Board,

Since August of 2016, we have been working with Clough Harbor and Associates (CHA) on the Susquehanna River Basin Commission (SRBC) renewal/permitting process, for our production wells.

As part of our continued effort in permitting our wells, The SRBC has now required that a pump test be performed on the Terrace rd. well.

Attached is the pump testing proposal submitted by C.H.A. for \$16,400.00.

To Date we have paid CHA and the SRBC \$45,275.00 out of the \$117,000.00 we budgeted for this project.

As part of an ongoing process, and previously approved in the budget, I'm not sure if this dollar amount has to be approved by the Board so I'm submitting this request as a formality.

Thank you.

Sincerely,

Peter Alteri Jr
Town of Cortlandville
Water/Sewer Department



May 30, 2018

Mr. Pete Alteri
Water and Sewer Superintendent
Town of Cortlandville
3577 Terrace Road
Cortlandville, NY 13045

**RE: Town of Cortlandville – Susquehanna River Basin Commission Water Supply Well Permitting
CHA Project 32316/CHA Proposal No: X54349-P1**

Dear Mr. Alteri:

CHA is pleased to submit this proposal to assist the Town of Cortlandville in renewing their water supply withdrawal permits with the Susquehanna River Basin Commission (SRBC). Our proposed scope of services, assumptions, schedule and fees are provided below.

I. UNDERSTANDING OF THE PROJECT

CHA has completed Test Waiver Applications for the Lime Hollow #2 and Lime Hollow #7 water supply wells, as well as the Terrace Road well. CHA has also completed Groundwater Withdrawal Permit Applications for both Lime Hollow Wells. Based on feedback from the SRBC, they will require the Town to perform a pump test on the Terrace Road well. The expectation is that the pump test will be performed in the summer of 2018 and during a period of dry weather. The following scope of work describes the tasks associated with performance of a pump test.

CHA has met with the Cortland County Soil and Water Conservation District (SWCD) and they have indicated a willingness to continue to assist the Town with activities required by SRBC.

II. SCOPE OF WORK

CHA proposes to complete our scope of services in five tasks as described below:

Task 1: Complete Pump Testing Plan

CHA will prepare a brief plan outlining the tasks associated with performing a 72-hour pump test for the Terrace Road well to be reviewed by SRBC. The intent is to make sure the test is performed in a manner to satisfy SRBC.

Task 2: Check Condition of Adjacent Monitoring Wells

CHA has been presented with information that there are three monitoring wells, owned by the Town, near the Terrace Road water supply well. With support from SWCD staff, CHA will collect water levels from the wells and sound the total depth of each well. CHA recommends redeveloping the wells for up to 2 hours each to make sure the wells remain in hydraulic contact with the aquifer.

Task 3: Oversight During Pump Test

Staff from CHA and SWCD will provide oversight during the entire duration of the pump test. Prior to the start of the pump test, staff will install pressure transducers in each monitoring well a minimum of 48 hours in advance of the pump test. The pressure transducers will be connected to a data logger. The pump test consists of 3 parts: (1) a pre-pumping period (48 hours), (2) a pumping period (72 hours), and (3) a recovery period (24 hours). Data will be collected during each part of the test.

Staff will check the data loggers periodically throughout the test but will not be present on site for the entire duration of the test (for the purposes of the proposal, we assume a maximum of 4 hours a day).

Task 4: Data Analysis

At the conclusion of the test, CHA will evaluate the data, calculate aquifer transmissivity and specific yield, and prepare distance drawdown calculations.

Task 5: Complete Groundwater Withdrawal Application for Terrace Road Well

CHA has completed about 90% of the groundwater withdrawal application for the Terrace Road well, but some additional effort is required after completion of the pump test. CHA will bring the application to 100% and submit to SRBC.

III. ASSUMPTIONS

1. This proposal assumes that SRBC will not require any other work other than that described above.
2. CHA assumes that the SWCD will provide staff to support tasks 2 and 3.
3. CHA has included the cost of renting pressure transducers and a data logger for the pump test. SWCD may ultimately provide this equipment based on a recent conversation. We have included the equipment rental as a separate cost for convenience.
4. CHA assumes that no water level monitoring devices are needed for Terrace Road well.
5. CHA assumes that the Town will essentially control the pump test from their SCADA system and that the Town will make appropriate arrangements with the Town of Homer to pump any excess water not needed by Cortlandville into Homer's system.
6. CHA will perform coordination and communication with SRBC throughout the process.
7. SRBC fees are not included in this proposal; all fees will be paid directly by the Town.

IV. SCHEDULE

CHA will complete the work described above over the summer/early fall of 2018.

V. PROFESSIONAL FEES

CHA will provide the services described above on an hourly basis based upon the hourly rate schedule previously established for the project. We anticipate our level of effort on the tasks described in our Scope of Services to be as follows:



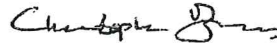
Task	Description	Fee
1	Pump Test Plan	\$2,800
2	Monitoring Well Condition Assessment	\$1,400
3	Pump Test Oversight	\$4,100
4	Data Evaluation	\$4,300
5	Complete Groundwater Withdrawal Application	\$3,300
	Transducer/Data Logger Rental*	\$500
	Total	\$16,400

*May be provided by Cortland County SWCD

The above estimated fees include reimbursable expenses, such as postage, mileage, printing/reproduction, etc., which will be billed at cost.

We look forward to working with you on this project. If you should have any questions or require additional information, please feel free to contact our office.

Sincerely,



Christopher Burns, Ph.D., P.G.
Vice President



Erin Crotty, Environmental Market Leader
Vice President

CB/

Authorized by: _____
Signature

C.
Richard B. Tupper, Town of Cortlandville Supervisor
Name and Title



**AUTHORIZATION TO AMEND THE 2018 BUDGET
GENERAL FUND PART TOWN (GFB)
Capital Project HG – Gutches Lumber Sports Complex**

June 6, 2018

Town Board Meeting

This authorization is to amend GFB - \$254,729.72
This is to account for the expenditures not allowed to be spent from the bond money for the Gutches Lumber Sports Complex Project.

Debit B9901.9 - \$254,729.72
Credit B391 - \$254,729.72

In the Capital fund – HG
Debit HG630 – \$254,729.72
Credit HG5031 - \$254,729.72

Thank you
Marcia Hicks
Bookkeeper



Cortland County Board of Elections
112 River Street, Suite 1
Cortland, NY 13045-2828
Tel: 607-753-5032 Fax: 607-758-5513

1-9

Robert C. Howe, Commissioner

Thomas H. Brown, Commissioner

To: Cortland County Poll Sites
From: Cortland County Board of Elections
Date: June 1, 2018
Re: Use of Facility for 2018 Elections

This letter is to inform you that the Board of Elections will need the use of your facility for the following 2018 Elections:

State/Local Primary Election, Thursday, September 13, 2018, 11:00AM to 9:30PM (if there is a Primary held)

General Election, Tuesday, November 6, 2018, 5:00AM to 9:30PM

We will also need access to your building sometime during the week before the Elections to allow our Voting Machine Custodians to set up the voting machine and booth(s).

We thank you for your cooperation in the past and if there should be any questions or problems concerning the above, please contact our office at 753-5032.

Sincerely,

Robert C. Howe, Commissioner

Thomas H. Brown, Commissioner