

Village of Homer Board of Trustees Meeting
January 3, 2017
6:00 p.m.

Public Hearing No. 1

A Public Hearing was held by the Village of Homer Board of Trustees at the Community Building, 45 South Main St., Homer, New York with Mayor Suits presiding, regarding the Tentative Budget for the Village of Homer for the year 2017/2018, pursuant to Village Law Section 5-508 (3).

Members present:

Mayor, Genevieve A. Suits
Trustee, Patrick Clune
Trustee, Edward Finkbeiner
Trustee, Kevin Slack
Trustee, Eugene Smith.

Also present were: Village Clerk-Treasurer, Kristin Rocco-Petrella; Village Attorney, Francis Casullo; Deputy Clerk-Treasurer, Karen Gaebler; Clerk, Kalee Updyke; CEO, Craig Umbehauer; Fire Chief, Robert Johnson; Fire Department President, Tim Maxson; Russ Dark; Michael Balthazar; Megan Williams; Jr. Reddick; Paul Gower; Nancy and Sandy Samson; Susie and Mike Morgan; Sheila Quinlan; Jim Harris; Rick Reddick; Ward and JoAnn Dukelow; Charles Bernheim; Paul Suits; Steven & Bev Berry; Andrew Leach; Les Wainman; Harry and Mary Alice Bellardini; Matt Williams; Martha Wells; Frank Suits; Gary Harrington; Danielle Chase; Ann & Victor Siegle; George Seibel; Jim Nadge; Ashley Neiderman; Renee Neiderman; Suzanne Riley; Paula Harrington; Pamela Raney; Mark Suits; John Hartsock; Cody Johnson; Charles R. Ford; Charles E. Ford; Patricia Pollack; Mike Pollack; Stewart Contento; Thomas Cornell; News Reporters: Nick Graziano from the *Cortland Standard*; Brad Smith from WXHC; and Don Ferris from *The Homer News*.

Mayor Suits called the Public Hearing to order and requested the Clerk-Treasurer read the legal notice aloud.

Mayor Suits offered privilege of the floor to those in attendance.

Don Ferris, Village resident and News Reporter, thanked Mayor Suits and the Trustees for their work on the Budget and posed three questions regarding the Tentative Budget. The first question was regarding the increase in the Clerk contractual account (A1325.401) by \$20,000.00 and a decrease in the budget line for garbage for the same amount. Mayor Suits explained that the garbage budget line was over budgeted in the past in comparison to the expenditures. Money was moved from that budget line to the Clerk contractual account rather than eliminating it. A portion of the funds would cover the proposed payroll services.

Mr. Ferris questioned the money to be transferred to set aside for Reserves and what accounts the \$80,000 would be distributed to. Mayor Suits explained that the \$80,000 would be allocated as follows: Fire Truck Reserve \$20,000; Machinery Reserve \$16,000; Police Car Reserve \$15,000; Employee Benefit Reserve \$9,000; Fire Repair Reserve \$20,000.

Mr. Ferris' last question was regarding a large decrease in the water fund budget under transmission and distribution. Trustee Clune explained that included in the 2016/2017 Budget, Sup't. Barber budgeted approximately \$45,000 for the directional bore across Hudson Street which he did not have time to complete in 2016. The Board planned to encumber the funds in 2017/2018 to complete the project. Trustee Clune also explained that another change to the water fund budget was a provision for the purchase of a new dump truck, the cost of which would also be paid for out of the sewer fund.

No further comments or discussion were heard.

The Public Hearing was closed at 6:07 p.m.

Village of Homer Board of Trustees Meeting
January 3, 2017
6:07 p.m.

Public Hearing No. 2

A Public Hearing was held by the Village of Homer Board of Trustees at the Community Building, 45 South Main St., Homer, New York with Mayor Suits presiding, for the purpose of appropriating \$122,000 from the Sewer Fund, Special Reserve – Repairs, for the Clinton Street Pump Station Project.

Members present:	Mayor, Genevieve A. Suits
	Trustee, Patrick Clune
	Trustee, Edward Finkbeiner
	Trustee, Kevin Slack
	Trustee, Eugene Smith.

Also present were: Village Clerk-Treasurer, Kristin Rocco-Petrella; Village Attorney, Francis Casullo; Deputy Clerk-Treasurer, Karen Gaebler; Clerk, Kalee Updyke; CEO, Craig Umbehauer; Fire Chief, Robert Johnson; Fire Department President, Tim Maxson; Russ Dark; Michael Balthazar; Megan Williams; Jr. Reddick; Paul Gower; Nancy and Sandy Samson; Susie and Mike Morgan; Sheila Quinlan; Jim Harris; Rick Reddick; Ward and JoAnn Dukelow; Charles Bernheim; Paul Suits; Steven & Bev Berry; Andrew Leach; Les Wainman; Harry and Mary Alice Bellardini; Matt Williams; Martha Wells; Frank Suits; Gary Harrington; Danielle Chase; Ann & Victor Siegle; George Seibel; Jim Nadge; Ashley Neiderman; Renee Neiderman; Suzanne Riley; Paula Harrington; Pamela Raney; Mark Suits; John Hartsock; Cody Johnson; Charles R. Ford; Charles E. Ford; Patricia Pollack; Mike Pollack; Stewart Contento; Thomas Cornell; News Reporters: Nick Graziano from the *Cortland Standard*; Brad Smith from WXHC; and Don Ferris from *The Homer News*.

Mayor Suits called the Public Hearing to order and requested the Clerk-Treasurer read the legal notice aloud.

Mayor Suits offered privilege of the floor to those in attendance.

No requests were made.

The Public Hearing was closed at 6:08 p.m.

**Village of Homer Board of Trustees Meeting
January 3, 2017
6:08 p.m.**

The Regular Meeting of the Village of Homer Board of Trustees was held at the Community Building, 45 South Main St., Homer, New York with Mayor Suits presiding.

Members present:	Mayor, Genevieve A. Suits
	Trustee, Patrick Clune
	Trustee, Edward Finkbeiner
	Trustee, Kevin Slack
	Trustee, Eugene Smith.

Also present were: Village Clerk-Treasurer, Kristin Rocco-Petrella; Village Attorney, Francis Casullo; Deputy Clerk-Treasurer, Karen Gaebler; Clerk, Kalee Updyke; CEO, Craig Umbehauer; Fire Chief, Robert Johnson; Fire Department President, Tim Maxson; Russ Dark; Michael Balthazar; Megan Williams; Jr. Reddick; Paul Gower; Nancy and Sandy Samson; Susie and Mike Morgan; Sheila Quinlan; Jim Harris; Rick Reddick; Ward and JoAnn Dukelow; Charles Bernheim; Paul Suits; Steven & Bev Berry; Andrew Leach; Les Wainman; Harry and Mary Alice Bellardini; Matt Williams; Martha Wells; Frank Suits; Gary Harrington; Danielle Chase; Ann & Victor Siegle; George Seibel; Jim Nadge; Ashley Neiderman; Renee Neiderman; Suzanne Riley; Paula Harrington; Pamela Raney; Mark Suits; John Hartsock; Cody Johnson; Charles R. Ford; Charles E. Ford; Patricia Pollack; Mike Pollack; Stewart Contento; Thomas Cornell; News Reporters: Nick Graziano from the *Cortland Standard*; Brad Smith from WXHC; and Don Ferris from *The Homer News*.

Mayor Suits called the meeting to order.

On **motion** by Trustee Clune, the Board approved the Village of Homer Board of Trustees Minutes of November 1, 2016 as written – **all ayes**.

On **motion** by Trustee Smith, the Board approved the Village of Homer Board of Trustees Special Meeting Minutes of November 10, 2016 as written – **all ayes**.

On **motion** by Trustee Clune, the Board approved the Village of Homer Board of Trustees Minutes of December 6, 2016 as written – **all ayes**.

On **motion** by Trustee Clune, the Board approved the Village of Homer Board of Trustees Special Meeting Minutes of December 29, 2016 as written – **all ayes**.

On **motion** by Trustee Clune, the Board hereby approves a budget modification to increase expense account A3410.401 Fire Department Contractual by transferring \$925.00 from A2680 Insurance Recoveries, due to insurance recoveries received in December 2016 – **all ayes**.

On **motion** by Trustee Clune, the Board hereby approves a budget modification to increase expense account A3410.401 Fire Department Contractual by transferring \$10,000.00 from A1990.400 Contingency Account, to pay the invoice from Contento's (demolition expense) – **all ayes**.

Motion by Trustee Slack to pay the following bills for the month of January 2017 – **all ayes**

General Fund (A)	Vouchers 870-920	\$	70,424.07
Water Fund (F)	Vouchers 273-294	\$	16,272.64
Sewer Fund (G)	Vouchers 273-294	\$	15,055.01
Capital Projects Fund (H)	-----		-----
Comm. Dev. Fund (CD)	-----		-----

ACCEPTANCE FOR FILING OF WRITTEN REPORTS:

CEMETERY – No report was submitted as the Cemetery is closed for the season.

CODES – Report was received as submitted. **Motion** to accept by Trustee Slack – **all ayes**. Trustee Finkbeiner questioned the status of the code violation at 32 Cortland Street. Attorney Casullo explained that the matter was before the court.

DOGS – Report was received as submitted. **Motion** to accept by Trustee Smith – **all ayes**.

DPW – Report was received as submitted. **Motion** to accept by Trustee Clune – **all ayes**. Trustee Finkbeiner questioned whether action would be taken to repair the sign marking the Opera House. Mayor Suits noted that the sign gets damaged every year, and that it would be repaired. Trustee Clune mentioned that Supt'. Harter requested that Village residents not put their trash/recycling containers in the roadway, especially during the winter months. The Streets Department also started picking up Christmas trees curbside.

FIRE INSPECTOR – Report was received as submitted. **Motion** to accept by Trustee Smith – **all ayes**.

Trustee Clune questioned what the order to remedy was for those property owners who were not complying with the fire inspections. Mayor Suits indicated that she would personally call the property owners and ask them to schedule an inspection. Attorney Casullo apprised the Board that there were a half a dozen matters before the Court and suggested that before overextending CEO Umbehauer that they prioritize the items. He suggested that a letter be mailed to the property owners so the Village had a record in the event that any of the matters went to Court, in addition to a phone call from Mayor Suits.

FIRE CHIEF – Report was received as submitted. **Motion** to accept by Trustee Slack – **all ayes**.

Trustee Smith mentioned that fire truck #501 was not in service as it had cracked frame. Mayor Suits stated she was proud of the Fire Department for hosting a training session on Methamphetamines. Chief Johnson apprised the Board that he received the report from the Office of Fire Prevention with regard to the building fire on South Main Street. He would schedule a meeting with Police Chief Pitman to review the report to complete their findings.

POLICE – Report was received as submitted. **Motion** to accept by Trustee Clune – **all ayes**.

RECREATION – Report was received as submitted. **Motion** to accept by Trustee Slack – **all ayes**.

Mayor Suits thanked Ralph Thornton for his years of service to the Village Fire Department and for maintaining the outdoor ice rink on the Village Green. On behalf of the Board she wished him well.

WATER & SEWER – Report was received as submitted. **Motion** to accept by Trustee Slack – **all ayes**.

Mayor Suits reminded the residents that the Village will shut water service off due to non-payment of quarterly bills. She asked residents to respond to the late notices they receive to avoid a disruption in their service.

PUBLIC COMMENT PERIOD:

Mayor Suits offered privilege of the floor to those in attendance.

There was a brief discussion regarding the collection of garbage, with residents questioning how far garbage cans should be off of the road to ensure pickup. The Trustees explained proper placement. Village resident, John Hartsock mentioned that often times the garbage bins are being left in the street by Syracuse Haulers. Mayor Suits thanked Mr. Hartsock and indicated that she would look into the matter.

Village resident, Sandy Samson stated that he enjoyed attending “Coffee with the Chief” last month and thanked Chief Pitman for making himself available.

Village resident, Joanne Dukelow thanked the DPW for collecting leaves into month of December.

Mayor Suits offered privilege of the floor to those in attendance who wished to make comments about the Building Committee and their recommendations to the Board of Trustees regarding the future home of the Village Office.

Village resident, Tim Maxson commented that when Trustee Finkbeiner and Trustee Clune were running for office they circulated a fact sheet listing 9 items about returning the Village Offices to the Town Hall. Mr. Maxson questioned the validity of the information on the fact sheet and

stated that he spoke with Town officials regarding the items. He mentioned the following: possibility of constructing a new building at the site of the Community Garden and whether it was ever discussed; air quality concerns at Town Hall; free rent offered by the Town to the Village, which he stated was not the case since the Village had been paying rent to the Town; the presence of lead at the Community Garden; Village residents pay 44% of the cost for Town Hall; Town Hall wants the Village Back – Mr. Maxson questioned “at what cost” because the Town offered to pay \$15,000 for renovations. Mr. Maxson also indicated that the former Mayor looked to move out of Town Hall three times because it was too small.

Trustee Clune responded to Mr. Maxson’s comments and stated that at the October 13, 2015 Building Committee meeting the property at the Community Center and constructing a building where the Community Gardens are located was discussed. It was not brought up to the Trustees, but was brought up at the meeting. Trustee Clune asked for a representative of the Community Garden to discuss the concern regarding lead and why there are raised beds at the Community Garden.

Victor Siegle, representative of the Community Garden, stated that there was a measurement of lead at the Community Garden site that was sent to Cornell for review. An impenetrable barrier was laid and raised beds were constructed. Mr. Siegle suggested the Board check carefully if they were going to consider building on that site.

Gordon Wheelock, Village resident, County Legislator, and former Trustee (1980-1998) explained that circa 1987 the Trustees discussed constructing a new office next to the DPW.; the site of the Community Garden. At the time, the Village residents wanted the Village office to remain on Main Street so the Trustees dropped the issue. Mr. Wheelock did not agree with the Village Offices locating to the Railroad Depot on James Street citing upkeep and the building not being on ground level. He suggested that the most economical option would be to construct an addition to the DPW.

Village resident, Rick Reddick acknowledged that the Village received a grant from the State of New York in the amount of \$150,000 to be used for a new Village Office. He recognized Senator Seward for the time and effort he puts into Cortland County and the time spent securing the grant for the Village. He stated that by not taking the money it was a “slap in the face.” He feared that the Village would not receive future grant money.

Building Committee Member and Village resident, Megan Williams stated that for the past 15 months the Building Committee explored many different options for the location of the Village Office and to come up with a suggestion for the Trustees. She feared it was a waste of time because the Committee came up with two possibilities and formed an opinion on what would be the best stewardship of the Village residents’ money. She hoped the Board of Trustees would vote on the matter based on the facts received from the Building Committee. rather than on their like or dislike for each other or their emotions.

Building Committee Member and Village resident Jr. Reddick, commented that adding onto the DPW was not a viable option.

Village resident, Jim Nadge reminded the Trustees that often times, money is wasted because people don’t take enough time to think ahead. He recalled that when the addition to the Homer Fire Department was being discussed there was an argument about the garage doors and whether future fire trucks would fit in the firehouse. Not too long ago the Village had to raise the doors. Mr. Nadge stated that at the same time, there was also a thought of leaving space for the Village Offices to be located on the second floor. He questioned whether that option had been discussed. He disagreed that the past 15 months have been a waste and questioned what another four to six months or a year would mean to make the right decision.

An unknown woman in the audience commented that she has been a lifelong resident of the Village and that while the Homer Town Hall is beautiful it “is horrible to do business in ...” noting the handicap accessibility. She stated that Homer should be moving forward not backwards and hoped the Village resolved the matter before the political season began.

Village resident, Matt Williams questioned whether the decision to be made tonight was between the Village Office moving back to the Town Hall or to the Train Depot. Personally, he did not know anyone who thought the Village should move back to Town Hall. The Village Office has been at its current location for 6 years; as a taxpayer he stated he was willing to spend money so that the Village can service the community correctly.

Village resident and former Mayor, Mary Alice Bellardini suggested that the Village hire an architect to look at the buildings and stated it was hard to weigh what the advantages would be without seeing sketches. She suggested the Village call local realtors and ask for their help to figure out the Village share for moving back to the Town Hall. She stated that the Village was little and hasn't grown. With regard to storage space concerns, Mrs. Bellardini suggested a separate storage building be built, or perhaps reduce the size of the Senior Center located in the basement of the Town Hall and construct a room. She stated she was not sure how the Trustees could arrive at a decision until a professional reviews the options.

Mayor Suits stated that it was on record that former Mayor, Mrs. Bellardini looked to move the Village Offices out of the Town Hall three times. Mayor Suits indicated that storage was an issue; currently the Town Court was asking for more storage space from the Town offices. Mayor Suits reiterated that the Village does not own the Town Hall and could not use Village funds towards Town Hall.

Mrs. Bellardini suggested that there are options and that new legal documents could be drawn by attorneys to work out the details. She agreed that in the past she looked into moving the Village Offices above the current Bev. & Co. retail store on Main Street to open up the former theatre.

Mayor Suits agreed that there was a ton of information that played into the decision and the Building Committee reviewed it all.

Building Committee Member Williams stated that she read Mr. Siegle's email and agreed that the Town Hall was a beautiful building, but for the past six years the Mayor's office has not had a nice first impression for those who visit it. She questioned why the Village shouldn't take the historical building on James Street, rehabilitate it, and give it a good first impression for those who visit.

An unidentified man in the audience stated he would ask anyone who mentions the handicap accessibility of a building to visit the Town Hall citing the elevator in the rear of the building and the uneasiness of access. He questioned why the Village would want to move backward instead of forward.

Village resident and business owner, George Seibel questioned how the Building Committee was created, how long the matter was discussed, and what the recommendation was. Mayor Suits indicated that the Trustees formed the Committee. Members consist of Village residents, business owners, fire department members, and taxpayers. Building Committee Member and Trustee Smith explained that recommendation from the Committee was to move to the James Street location.

Mrs. Dukelow thanked the Building Committee for the amount of time they spent on the matter. As a landlord, she questioned why the Village would want to put money into the Town Hall. She suggested the Village own its own building and have "everything where we need it." She agreed that the Town Hall is not handicap accessible stating it was a maze, and suggested that the Senior Center needs more space and bathrooms than it currently has. Mrs. Dukelow was in favor of the Village Office moving to 44 James Street.

Village resident, Suzanne Riley questioned who would benefit if the Village moves back to the Town Hall. She stated that she looks at the receipt of the grant and the Reserve Funds as "problem solved." She apprised the Board that she called every municipality in Cortland County and learned that each municipality owns its office space. Mrs. Riley stated that the Village does not need to be at Town Hall – it has an option. If the Trustees make the decision to move back to Town Hall, Mrs. Riley questioned whether the rent of the office space at the Town Hall has been worked into the budget for the next five years. She also questioned whether the Village has plans after five years.

Village resident, Charlie Ford stated that the only available space in the Town Hall at this time is on the stage, in which there are no windows; all other office space is being utilized by the Town Assessor and other offices.

Village resident, Victor Siegle offered a hypothetical scenario of buying a photocopier for \$1 million, or renting the same copier for \$1,000/month under a promotion – he suggested that renting would be the better option. Mr. Siegle stated that with some work the Reserve Fund money could be used for something else in the future, as could the grant money from Senator Seward. Mr. Siegel stated that under these circumstances it was more cost effective to rent office

than for the Village to buy. Business owner Gary Walter questioned what would happen if the “copier” was not big enough - they would have to move on.

Village resident and retired Village employee commented that she worked at the Town Hall and at the current office space. She mentioned the storage issues and the difficulty staff has in the current situation with records in different locations. She stated that if the Village Office moves back to Town Hall there would still be storage issues.

Mr. Reddick mentioned that the \$150,000 grant offered by the State was not applicable to going back to the Town Hall.

Village resident and Building Committee Member, Paul Gower questioned whether the Building Committee could continue to investigate a viable option for Village office space if the Trustees vote to move back to the Town Hall.

Village resident, Harry Bellardini stated that the Village would not lose the money and that he had it in writing as he spoke to Senator Seward’s office.

Attorney Casullo interjected and clarified that he spoke with Senator Seward’s Chief of Staff, Duncan Davies who explained that the Village “must have site control over the premises” in order to receive the grant. Attorney Casullo read from the grant documentation; the Village must have majority site control. “Please provide a copy of the deed, lease or other document evidencing site control by the grantee.” Attorney Casullo stated that for this particular grant the Village must have site control. The amount of office space available for lease was not enough site control for this grant.

Village resident, Mrs. Siegel questioned whether anyone asked if the Town would give the Village site control of the building. Attorney Casullo stated he was not asked to pose such question. He further explained that when he spoke to Mr. Davies from Senator Seward’s office it was explained that the lease of the office space at Town Hall would not qualify as site control.

Village resident, Frank Suits Sr. questioned the liability issues with Town Hall and recalled a former issue with employees. Mayor Suits stated that the Village does not own the Town Hall, however if any Village employee were to file a grievance it would affect the Village’s workers compensation.

No further requests were made for privilege of the floor.

OLD BUSINESS:

*AMEND 2016/2017 BUDGET AND AUTHORIZE THE APPROPRIATION OF
\$122,000 FROM THE SEWER FUND, SPECIAL RESERVE – REPAIRS TO THE
CAPITAL PROJECT – SEWER FUND*

*Motion by Trustee Slack
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby amend the 2016/2017 Budget and authorizes the appropriation of \$122,000.00 from the Sewer Fund, Special Reserve – Repairs (G232) to the Capital Project Sewer Fund for the Clinton Street Pump Station Project.

*RATIFY CONTRACTS SIGNED BY THE MAYOR BETWEEN THE VILLAGE
OF HOMER AND SMART WATT ENERGY FOR THE NATIONAL GRID
SMALL BUSINESS PROGRAM*

*Motion by Trustee Slack
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby ratify the contracts signed by Mayor Suits between the Village of Homer and Smart Watt Energy for the National Grid Small Business Program for energy savings and upgrades to LED lighting for the following locations: Clerk’s Office – 53 South Main Street, Homer, New York \$887.35; Newton Water Works – 34 Hudson Street, Homer, New York \$574.49; DPW (exterior) – 2 Grove Street, Homer, New York \$2582.76; Homer Fire Department – 45 South Main Street, Homer, New York \$7735.80.

There was discussion regarding engaging the services of a payroll company for the Village of Homer. Trustee Finkbeiner requested more information and questioned why there was a need for a payroll service. Clerk-Treasurer Rocco-Petrella explained that quotes were requested from different vendors to provide payroll services. After review, she requested the Village engage the services of Williamson Law Book Company (WLBC), which the Village is familiar with and uses for its current payroll software program and accounting software program, making it an easy transition. Clerk-Treasurer Rocco-Petrella explained that payroll is time consuming, but more so are the reporting requirements with state and federal tax payments, quarterly reports, retirement reporting, etcetera. Mayor Suits explained that the biggest issue was liability, which a payroll service would help alleviate. Trustee Clune added that a payroll service was suggested by the auditors as well to create another level of security.

AUTHORIZE WILLIAMSON LAW BOOK COMPANY TO PROVIDE PAYROLL SERVICES FOR THE VILLAGE OF HOMER

Motion by Trustee Finkbeiner

VOTES: Mayor Suits Aye
Trustee Smith Aye
Trustee Clune Aye
Trustee Finkbeiner Aye
Trustee Slack Nay
ADOPTED

WHEREAS, the Clerk-Treasurer presented the Board of Trustees with three proposals from separate vendors for payroll services for the Village of Homer and requested authorization to engage the services of the Village's current software program provider, Williamson Law Book Company, therefore

BE IT RESOLVED, the Board of Trustees does hereby authorize Williamson Law Book Company to provide payroll services for the Village of Homer and further authorizes the Mayor to sign the proposal for such services.

Trustee Smith, Chair of the Building Committee read the recommendation from the Committee out loud, recommending to the Mayor and Trustees to proceed to purchase and renovate the Railroad Warehouse facility at 44 James Street in Homer.

ACCEPT THE BUILDING COMMITTEE REPORT AND RECOMMENDATION

Motion by Trustee Clune

VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does hereby accept the Building Committee Report, dated December 19, 2016 and officially thanks and recognizes the Building Committee Members for their hard work and time dedicated to the matter, and it is further

RESOLVED, the report is hereby received and filed.

Trustee Clune requested the Board have the opportunity to discuss their thoughts and ask questions.

Trustee Finkbeiner questioned the number of parking spaces available at the Train Depot versus the 55 available spaces at the Town Hall. Trustee Clune answered that there are 13 spaces at the Train Depot. Trustee Smith indicated that the owners of Coffee Mania would give permission to use their parking lot and that the Police Dept. parking lot could also be used.

Trustee Slack stated that one of his major concerns as a business owner, a taxpayer, and as a Trustee was that \$272,000 in reserves would not cover the renovation costs. He questioned what would happen if the construction was halfway complete and the money was gone. Trustee Smith explained that the Village had a contract proposal from a local construction company for the cost of the project. Any change orders would be subject to Board approval.

Trustee Finkbeiner questioned whether the Building Committee budgeted for the concrete work/railings to be done on the side of the building facing the railroad tracks. Trustee Smith stated that the area would be blocked off with a fence. Mayor Suits stated it was her opinion that similar to when you purchase a home you complete the renovations that you have the money for; you don't get it all done at once. Mayor Suits stated the Village had the funds to make it functional and could move forward from there.

Trustee Finkbeiner stated that the Village ran a \$204,000 budget deficit in 2016/2017, and would run a \$284,000 budget deficit in 2017/2018. He thanked the previous Trustees for saving enough money in the past so the Village did not have to borrow money to balance the budget. He did not see where the Village had the funds, without raising revenues, cutting services, or raising taxes, to balance revenues and expenses like they should be. He stated that the Board was trying to increase revenues but it would not be enough to balance the budget.

Mayor Suits stated that the Village has been held at the 2% tax cap under Governor Cuomo's suggestion for the past three years. Mayor Suits stated that as she has indicated to anyone who has asked her, she did not think the Village could continue to function as it has without breaking the 2% tax cap and raising taxes in the future.

Trustee Slack stated that it did not make sense to him that if the Village was having trouble balancing the budget that they would take a piece of property off the tax roll.

Mayor Suits suggested the Board take the information it received from the Building Committee and move forward in a positive direction for the Village. There was applause from the public in attendance.

Trustee Clune thanked Jim Harris, owner of the 44 James Street property, for his patience throughout the process. Trustee Smith added that the purchase price for the building was lower than what Mr. Harris purchased the building for, which was the same price that was quoted at the beginning of discussions.

Trustee Clune thanked the Building Committee for their time and effort, and stated that words could not express his gratitude for the amount of time they spent. He then presented the Board with a memorandum for the record of his concerns, which he read aloud. Trustee Clune's conclusion was that he was not against a different building, but did not think the 44 James Street property was a suitable building for the Village.

2 January 2017

MEMORANDUM FOR RECORD

SUBJECT: Building Committee recommendation on the purchase of 44 James St. for the Village Office.

- 1) Upon review of the Summary of Homer Building Committee Meeting dtd 19 December 2016, I have the following concerns:

Available Funds:

Building Reserve: \$272,000
 Grant: \$150,000
 Total: \$422,000

At the last building committee meeting on 19 December 2016, Trustee Smith mentioned that there was an additional \$40,000 available that could be found in the budget under contractual monies. This was NOT part of our initial laydown of "facts" that we used in our matrix. As the board went through the 2017-2018 budget process NO additional monies were earmarked for the building. Therefore my planning numbers stand at \$422,000 not \$462,000 which is stated in the Building Committee Summary Report.

Building Costs:

Construction Costs: \$275,000
 Purchase of Building: \$140,000
 Carpeting: \$16,440 (I have not seen this quote)
 Total: \$431,440

What is missing is a buffer of 10% (at a minimum) to cover Change Orders (CO's) or unforeseen problems. When renovating older structures failure to have a contingency fund would be irresponsible. Using 10% as a minimum that would be an additional \$43,000 increasing the total cost to \$474,000 (\$52,000 over available funds).

Lack of architectural/interior plans: This was brought up and the plans won't be available until after a contract is signed. I don't feel comfortable agreeing to something without seeing it first. In future I would recommend that the Village invest in hiring the skills of an Architect. It would be an upfront cost, but would save time and money down the road. On a personal note, I have concerns with some of our employees not having access to daylight in their offices (See attached plan), as well as the flow of the building layout. If someone comes to the counter but then needs to go to the meeting room they either have to go back outside (down and up a ramp) or go through an office. Adding windows would potentially require cutting through thick masonry walls which in addition to being expensive would alter the look of the building.

Handicap Ramp: Location, makeup and plumbing. As per the December Summary we were told verbally that it will be concrete, my concern is that the plumbing from the new bathrooms will exit the west side of the building in the vicinity of the ramp, how will this be addressed? I did not see the Handicap automated doors within the scope of work.

Belgian Block floors: Wheelchairs, walkers, high heels and plowing. Paving over or removing would hurt the historic nature of the building. Keeping them in, although aesthetically nice, poses difficulties to those listed above.

Expandability: The parcel is less than half an acre with increased limitation of use in the form of an easement. The room to expand if needed is marginal and would be expensive. Indeed the concern for records storage is already looking to eat into the area set aside as the meeting room.

Parking: As it stands there are 13 (thirteen) spaces available, 1 (one) of which would be reserved for handicapped. If additional parking is required for meetings (one of the reasons for the increased space) residents will have to park across the street. Although there are verbal agreements with the owners of those parcels this could easily change either through liability, change of mind or change of ownership. I also have concerns about the parking lot traffic flow of cars pulling in and exiting.

Vibration: A train went by during Sen. Seward's announcement of the grant at 44 James Street. The vibration was noticeably felt by me and others. At our current location next to the fire station our staff has gotten used to the fire alarm and they also stated that they could get used to the train. For close to half a million dollars, why should they have to? The number of times the train goes by is inconsistent but it seems to be at least once a day with the length and frequency of the train varying.

Furnishings: Not budgeted, we don't know what we have, or what we would need.

Future required repairs: The east loading dock (railroad track side) is crumbling and will require stabilization and a ralling (due to its height). This is not covered under the current proposed construction contract. The interim proposed solution is to place gates at either end to prevent unauthorized access, however at some point this will have to be addressed. (See below)



When this is fixed, if it is outside the scope and capabilities of our DPW, it will have to be done at prevailing wage.
Not addressed is the South loading dock, which due to its height and deterioration will likely require repair and railing as well. (picture below)



Removing the property from the tax rolls: 44 James St. is currently assessed at \$100,000 dollars which breaks down as follows.
Village Tax: \$900
Town and County Tax: \$1,589.53
School Tax: \$2,001.82
Total: \$4,491.35

The committee chose only to count the loss of the Village tax, which over five years comes to \$4,500 (the committee rounded up in the report to \$5,000) however I believe we need to take a broader view. Although the loss of the Town and County Tax and School Tax is spread over a larger tax base, we the Village Residents are impacted by this as well. Taking this into consideration the five year impact would be \$22,456.75. Some of this would be borne by Town and School district residents, but would be an increase to the village as well.

If the building was improved, these numbers would increase.

Availability of business space: As a Village, we have constrained borders and limited areas for growth or for business to move into. A resident at the 5 December information hearing expressed concern over the building being vacant and the amount of time it might take to find someone to move in. If we remove this building from the tax rolls we remove the opportunity for a business to move in, provide jobs and increase the tax base.

The issue of the Grants: There is concern that if we turn down this money, we jeopardize our ability for future grants. 1) This is not "free" money. These are taxpayer funds and we have a responsibility to ensure they are utilized prudently. 2) Even with the grant, we are paying over \$280,000 for starters. As identified above, there are increased costs which will in my mind undoubtedly raise this number. 3) How exactly this grant can be used should be explored objectively, openly and a decision should be made by the village board with a single point of contact. 4) This is a reimbursement program, which means we incur ALL upfront costs and submit for reimbursement, which can be a lengthy process.

2) The committee prioritized COST in the matrix, with SPACE second but switched this in the final report. As I look at this we will easily exceed the amount of money set aside. The freight station has more indoor space than our current office, however has lot size limitations. Based upon these reasons, I do not believe the freight station at 44 James St. to be a suitable site for the village offices.

Patrick M. Clune
Patrick M. Clune
Trustee
Village of Homer

Building Committee Member, Paul Gower, questioned why Trustee Clune did not mention his comments the night the Committee made its recommendation. Trustee Clune stated that he did mention some of his comments, and apologized to the Committee as he knew that his vote would be the tie-breaking vote. Had he voted on the recommendation rather than abstaining he did not think the Board would have had the discussion it had tonight. He stated that the Committee did not give enough credit as to how much the renovations were going to cost.

Mayor Suits questioned whether Trustee Clune had anything further to say. He suggested the Board make a motion, per the recommendation of the Building Committee, to vote on the relocation of the Village Office to 44 James Street.

AUTHORIZE PURCHASE OF 44 JAMES STREET FOR THE VILLAGE OFFICE

Motion by Trustee Finkbeiner

VOTES: Mayor Suits Aye
Trustee Smith Aye
Trustee Clune Nay
Trustee Finkbeiner Nay
Trustee Slack Nay
MOTION FAILED

With the motion failing, Trustee Finkbeiner made a motion to assign Trustees Pat Clune, Kevin Slack and Ed Finkbeiner with the authority to transition the Village Offices back to Town Hall. At this point in the meeting Mayor Suits asked for order, as those in attendance were voicing their opinions on the new motion. A formal vote was not conducted. Mayor Suits stated that the Village did not have a contract with the Town, did not have the available square footage, and did not have an architectural rendering as suggested by Trustee Clune. Trustee Clune altered the motion to the following.

DESIGNATE TWO VILLAGE TRUSTEES TO OPEN DISCUSSIONS WITH THE TOWN REGARDING THE POSSIBILITY OF VILLAGE OFFICE AND STORAGE SPACE AT THE TOWN HALL KEEPING OPEN ALL OPTIONS TO INCLUDE ANOTHER BUILDING

Motion by Trustee Clune

<i>VOTES:</i>	<i>Mayor Suits</i>	<i>Nay</i>
	<i>Trustee Smith</i>	<i>Nay</i>
	<i>Trustee Clune</i>	<i>Aye</i>
	<i>Trustee Finkbeiner</i>	<i>Aye</i>
	<i>Trustee Slack</i>	<i>Aye</i>

BE IT RESOLVED, the Board of Trustees does hereby designate two Village Trustees to open discussions with the Town regarding the possibility of Village Office and storage space at the Town Hall, keeping open all options to include another building, and it is further

RESOLVED, that once a decision is made, the Village Attorney shall ensure the transition is done legally and properly.

Mayor Suits made a motion for the vote to go to public referendum regarding the future location of the Village Office, as long as it was legal to do so, to allow the residents/taxpayers to make the decision. Attorney Casullo stated that he must first look into whether the Trustees could take the matter to a public referendum for vote.

AUTHORIZE VILLAGE ATTORNEY TO LOOK INTO WHETHER THE DECISION REGARDING THE FUTURE LOCATION OF THE VILLAGE OFFICE CAN GO TO PUBLIC REFERENDUM FOR A VOTE

Motion by Mayor Suits

<i>VOTES:</i>	<i>Mayor Suits</i>	<i>Aye</i>
	<i>Trustee Smith</i>	<i>Aye</i>
	<i>Trustee Clune</i>	<i>Aye</i>
	<i>Trustee Finkbeiner</i>	<i>Nay</i>
	<i>Trustee Slack</i>	<i>Aye</i>

BE IT RESOLVED, the Board of Trustees does hereby authorize and direct the Village Attorney to look into whether or not the decision regarding the future location of the Village Office can go to public referendum for a vote, and the phrasing of such for a potential vote.

Attorney Casullo reviewed the resolutions adopted by the Board. He commented that it was very unusual and disrespectful for a Mayor to be left out of negotiations. Trustee Finkbeiner commented, "So what." Discussion continued, followed by Trustee Clune making an amendment to his previous motion.

AMEND RESOLUTION TO "DESIGNATE TWO VILLAGE TRUSTEES TO OPEN DISCUSSIONS WITH THE TOWN REGARDING THE POSSIBILITY OF VILLAGE OFFICE AND STORAGE SPACE AT TOWN HALL KEEPING OPEN ALL OPTIONS TO INCLUDE ANOTHER BUILDING" TO AUTHORIZE THE MAYOR AND ONE TRUSTEE TO OPEN DISCUSSIONS WITH THE TOWN

Motion by Trustee Clune

<i>VOTES:</i>	<i>Mayor Suits</i>	<i>Aye</i>
	<i>Trustee Smith</i>	<i>Aye</i>
	<i>Trustee Clune</i>	<i>Aye</i>
	<i>Trustee Finkbeiner</i>	<i>Aye</i>
	<i>Trustee Slack</i>	<i>Aye</i>

BE IT RESOLVED, the Board of Trustees does hereby amend the Resolution to "Designate two Village Trustees to open discussions with the Town regarding the possibility of Village Office and storage space at the Town Hall keeping open all options to include another building" to authorize the Mayor and one Trustee to open discussions with the Town regarding the possibility of Village office and storage space at the Town Hall, keeping open all options to include another building, and it is further

RESOLVED, that once a decision is made, the Village Attorney shall ensure the transition is done legally and properly.

At this point in the meeting numerous members of the public in attendance left the meeting.

*ACCEPT AUDIT FOR THE YEAR ENDING FEBRUARY 29, 2016 AS
PREPARED BY INSERO & CO., CPAs, LLP*

*Motion by Trustee Clune
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby accept the Audit for the year ending February 29, 2016 as prepared by Insero & Co., CPAs, LLP.

*AUTHORIZE MAYOR TO EXECUTE THE NEW YORK MAIN STREET
PROGRAM GRANT AGREEMENT IN THE AMOUNT OF \$493,000
REGARDING THE BARBER BLOCK ANCHOR GRANT*

*Motion by Trustee Clune
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby authorize and direct the Mayor to execute the New York Main Street (NYMS) Program Grant Agreement in the amount of \$493,000 and any and all documents necessary for the implementation of the grant on behalf of the Village of Homer for the Barber Block Anchor Grant.

*AUTHORIZE MAYOR TO SIGN THE ANNUAL PERFORMANCE REPORT
FOR THE YEAR 2016 FOR THE MICRO-ENTERPRISE ASSISTANCE
PROGRAM (MAP) GRANT*

*Motion by Trustee Clune
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby authorize and direct the Mayor to sign the Annual Performance Report for the year 2016 for the Economic Development Small Business Micro-Enterprise Assistance Program (MAP) Grant (#544ME34-15).

*RESOLUTION FOR THE VILLAGE OF HOMER DESIGNATING A "SECTION
3 COORDINATOR" FOR THE VILLAGE*

*Motion by Trustee Clune
VOTES: ALL AYES ADOPTED*

WHEREAS, the United States Congress passed the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u ("Section 3"), and

WHEREAS, the purpose of "Section 3" is to ensure that employment and other economic opportunities generated by certain federal assistance, including assistance provided by the U.S. Department of Housing and Urban Development (HUD) or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing, and

WHEREAS, the Village of Homer is currently and anticipates it will continue in the future to be a recipient of certain HUD assistance covered by Section 3, and

WHEREAS, HUD and the administrative entity of HUD's Small Cities Program in the State of New York, the Housing Trust Fund Corporation, have determined that Community Development Block Grant grantees must designate a municipal employee to serve as the Section 3 Coordinator to facilitate compliance with Section 3, and

WHEREAS, it will be the job of the Section 3 Coordinator to prepare, implement and undertake certain plans and procedures to facilitate compliance with Section 3 to the greatest extent feasible,

NOW, THEREFORE, BE IT RESOLVED, that the Village of Homer Board of Trustees does hereby designate Kristin E. Rocco-Petrella, Clerk-Treasurer, and her successor at such time Kristin E. Rocco-Petrella no longer serves in the capacity of Clerk-Treasurer, as the Section 3 Coordinator.

AUTHORIZE MAYOR TO SIGN THE ANNUAL SOFTWARE SUPPORT CONTRACTS BETWEEN THE VILLAGE OF HOMER AND WILLIAMSON LAW BOOK COMPANY

Motion by Trustee Clune
VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does hereby authorize and direct the Mayor to sign the Annual Software Support Contract for between the Village of Homer and Williamson Law Book Company for the year 2017 for the following software programs: Municipal Accounting Software \$949.00; Village Clerk Plus Software \$337.00; Water/Sewer Billing with Water Quick Pay Software \$1,051.00; Payroll Software \$745.00; Tax Collection with TaxGlance Software \$530.00.

APPROVE APPLICATION FOR MEMBERSHIP TO THE HOMER FIRE DEPARTMENT FOR GRIFFIN D. LANGHANS

Motion by Trustee Slack
VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does hereby approve the application for membership to the Homer Fire Department (Hose 1) for Griffin D. Langhans, 1150 State Route 90, Homer, New York, subject to receipt of the background check approval from the Homer Police Department and the medical authorization release.

APPROVE THE DOG CONTROL & SHELTER AGREEMENT BETWEEN THE VILLAGE OF HOMER AND COUNTRY ACRES PET SERVICES

Motion by Trustee Slack
VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does approve the Dog Control & Shelter Agreement between the Village of Homer and Country Acres Pet Services and authorizes the Mayor to sign the contract, and it is further

RESOLVED, approval of said contract is subject to Attorney Casullo's review.

AMEND THE WATER/SEWER RATES FOR THE VILLAGE OF HOMER EFFECTIVE MARCH 1, 2017

Motion by Trustee Clune
VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does hereby amend the Water/Sewer Rates for the Village of Homer to be effective March 1, 2017, as follows:

Water Rates			Sewer Rates		
Gallons	Charge	Per	Gallons	Charge	Per
0 - 5,000	\$21.00	Flat Rate	0 - 5,000	\$60.00	Flat Rate
5,001 - 160,000	\$ 3.25	1,000 Gallons	5,001 - 160,000	\$ 3.00	1,000 Gallons
160,001 +	\$ 2.50	1,000 Gallons	160,001 +	\$ 2.50	1,000 Gallons

Mayor Suits apprised the Board she received a request from the Director of the Center for the Arts (the Center) for permission to decoratively paint some (3-5) of the fire hydrants in the Village. The Center wanted to collaborate with the High School and hold a contest for the painting of the hydrants. Mayor Suits was in favor of the idea and stated it would be a benefit to the Village.

AUTHORIZE THE CENTER FOR THE ARTS TO CONDUCT A DECORATIVE FIRE HYDRANT CONTEST IN COLLABORATION WITH THE HOMER HIGH SCHOOL

Motion by Trustee Smith
VOTES: ALL AYES ADOPTED

BE IT RESOLVED, the Board of Trustees does hereby authorize the Center for the Arts to conduct a decorative fire hydrant contest in collaboration with the Homer High School commencing in the Spring 2017.

*APPROVE EMPLOYEE REQUESTS FOR VACATION DAYS TO BE ROLLED
OVER TO THE YEAR 2017*

*Motion by Trustee Slack
VOTES: ALL AYES ADOPTED*

BE IT RESOLVED, the Board of Trustees does hereby approve the requests made by Chief Robert Pitman (40 hours) and Patrolman Christopher Parrow (24 hours) to roll their unused vacation benefit time from the year 2016 to 2017, with the expectation that it will be used by the end of the Village's fiscal year, February 28, 2017.

*AUTHORIZE REFUND TO MEGAN WILLIAMS FOR HOMER RECREATION
DEPARTMENT SKI CLUB FEES*

*Motion by Trustee Clune
VOTES: ALL AYES ADOPTED*

WHEREAS, the Board of Trustees received a request from Megan Williams for a refund in the amount of \$144.00 for Homer Recreation Department Ski Club fees paid on behalf of her son who sustained an injury prior to the commencement of the program and was not able to participate, therefore

BE IT RESOLVED, the Board of Trustees does hereby authorize and direct a refund in the amount of \$144.00 be issued to Megan Williams.

Mayor Suits questioned whether there was anything further to come before the Board.

No further comments or discussion were heard.

On **motion** by Trustee Smith, the Board adjourned the Regular Meeting at 7:40 p.m. – **all ayes**.

Respectfully submitted,

Kristin E. Rocco-Petrella, Clerk-Treasurer
Genevieve A. Suits, Mayor