

The regular meeting of the Homer Town Board was held at the Town Hall located in the Village of Homer, on Wednesday December 10, 2025, in the town boardroom, with Supervisor Park presiding.

Members Present:

Supervisor, Michael R. Park,  
Deputy Supervisor, Barry E. Warren  
Councilmember, Sarah E. Head  
Councilmember, Caleb J. Leach  
Councilmember, Kevin M. Williams

Others Present: Town Clerk, Brooke L. Poli; Deputy Town Clerk, Lindsey VanHubert; Highway Superintendent, Kyle Bean; Attorney to the Town, Dan Ellis; Village Mayor, Patrick Clune; Village Fire Department President, Tim Maxson; Town Historian Martin Sweeney; County Legislator, Reed Cleland; Town Bookkeeper, Fred Forbes; Attendees: Greg & Barb Leach, Michael Broughton, Melanie Vilardi, Morgan Spaulding, Jack Eves from WXHC, Sydney Lee from Cortland Standard.

Supervisor Park called the meeting to order at 6:30 p.m. and opened with the pledge of allegiance.

MONTHLY MEETING MINUTES

Deputy Supervisor Warren made a motion, seconded by Councilmember Head to approve the Draft Regular Town Board Meeting minutes of November 12, 2025. All voting aye, the motion carried. **RESOLVED: to approve the Draft Regular Town Board Meeting minutes of November 12, 2025.**

MONTHLY BILL PAY

General bills were approved as audited by Councilmember Williams, motioned by Councilmember Williams, to approve the general fund vouchers for payment, seconded by Councilmember Leach; All voting aye, the motion carried. **RESOLVED: That General Fund, abstract #12, vouchers #366 through #407 totaling \$191,317.64 are approved for payment.**

Highway bills were approved as audited by Councilmember Leach, motioned by Councilmember Leach, to approve highway fund vouchers for payment, seconded by Councilmember Williams; All voting aye, the motion carried: **RESOLVED: that Highway Fund, abstract #12, vouchers #175 through #194 all totaling \$52,473.24 are approved for payment.**

Councilmember Williams made a motion, seconded by Deputy Supervisor Warren, to approve vouchers #1 through #2 totaling \$6,362.50 for payment from the Seaboard Escrow Account. All voting aye, the motion carried: **RESOLVED:**

WRITTEN DEPARTMENT REPORTS

Councilmember Head made a motion, seconded by Councilmember Leach, to receive and file the following monthly November reports as presented:

1. The Code Enforcement Officer-November 2025
2. Town Clerk- November 2025
3. Fire Chief- November 2025
4. Dog Control Officer- November 2025
5. Superintendent October 2025

All voting aye, the motion carried.

PRIVILEGE OF THE FLOOR

Village Mayor Pat Clune informed the town board that there will be no second meeting for the village this month due to the holidays.

Legislator Reed Cleland congratulated Councilmember Warren on his thirty years of service to the town. He updated the town successfully brought Centro to Cortland County, recognizes the

impact of sales tax changes, hired a new county administrator, passed the 2026 budget, and invited the town board to attend a District meeting on Monday, December 15<sup>th</sup> at 6:30 pm at Center for the Arts

#### AGENDA ITEMS

Frank Davi from CNY Webs, reviewed the town's new website with the town board. The two main goals for the site were for residents to easily navigate and find information and to easily upload information to the website. The town thanked Mr. Davi for all his hard work putting the website together.

Town Clerk Poli swore in newly elected Kevin Williams and Brandon Brown, as town councilmembers, and Kyle Bean as Highway Superintendent, for the new term starting in 2026. Supervisor Park stated that from the National Association of Towns all four-year terms will be for three years, and all two-year terms will be for one year.

Supervisor Park stated he would like to appoint Councilmember Caleb Leach as the new Deputy Town Supervisor starting January 1, 2026. Deputy Supervisor Warren will be serving as deputy supervisor until his term ends on December 31, 2025.

Councilmember Head made a motion, seconded by Deputy Supervisor Warren, to receive and file Supervisor Park's appointment with Caleb Leach, as Deputy Supervisor starting January 1, 2026. All voting aye, the motion carried. **RESOLVED: to receive and file Supervisor Park's appointment of Caleb Leach, as Deputy Supervisor starting January 1, 2026.**

Supervisor Park recognized and formally thanked Councilmember Warren for his thirty years of service to the town as he finishes his term. Former town supervisor, Fred Forbes, thanked Mr. Warren for his years of service. He stated that Mr. Warren was dependable and a pleasure working with him for so many years and the town was very thankful for his dedication and service for so many years.

Councilmember Warren stated he was very thankful for the years he served the town and will be stopping in to visit. Supervisor Park presented a plaque to Mr. Warren for his years of service.

Highway Superintendent Bean reported the highway department returned the boom mower and completed the mowing and will rent again in April. Completed ditch work and trees clean up from the storms, sign work to complete, the plow trucks are road ready, installed grip tape at the town hall for the attic stairwells. Highway garage updates are an asset to completing work in a timely manner and the new mower was delivered which will be beneficial to complete the work more efficiently.

Superintendent Bean has two shifts of highway crews working on a plow schedule which has been beneficial to try to be efficient and to keep overtime lower. There are plans to have an open house in the spring to see the updates to the highway garage. The trailer the highway considered buying, they will no longer need to purchase, as it will be more cost effective to fix the trailer they currently have.

Historian Martin Sweeney reviewed his second half of his annual report. He reviewed his administrative tasks, office visits, emails and phone calls he received, and meetings attended. He continued to run his column in the Homer News, and he completed his next book entitled *More Stories from the Heart of Central New York: Historic Homer's Heritage* which will be released next month. He also stated that 2025 marks the 100<sup>th</sup> year of the Cortland County Historical Society. He also reviewed conferences and workshops he had attended.

Deputy Supervisor Warren made a motion, seconded by Councilmember Leach to receive and file Historian Martin Sweeney's second part of his yearly report. All voting aye, the motion carried. **RESOLVED: to receive and file Historian Martin Sweeney's second part of his yearly report.**

Supervisor Park reviewed the Local Law for parking at the town hall. If the town board decides to move forward, a public hearing will be set for January. Attorney Ellis read the proposed Local Law below.

LOCAL LAW NO. 1 OF 2026 entitled A Local Law Regulating Winter Parking in the Town Hall Parking Lot

Be it enacted by the Town Board of the Town of Homer, County of Cortland, State of New York, as follows:

**Section 1. Title.**

This Local Law shall be known as Local Law No. 1 of 2026: A Local Law Regulating Winter Parking in the Town Hall Parking Lot

**Section 2. Purpose and Intent.**

The purpose of this Local Law is to facilitate safe and efficient snow and ice removal, maintain emergency access, and ensure public safety during winter months by restricting overnight parking in the Town Hall parking lot.

**Section 3. Authority.**

This Local Law is adopted pursuant to the authority granted to towns under the Municipal Home Rule Law of the State of New York and the Highway Law.

**Section 4. Winter Parking Restrictions.**

No vehicle shall be parked in the Town of Homer Town Hall parking lot between the hours of 12:00 a.m. and 7:00 a.m. This restriction shall be in effect annually from November 1 through April 1.

**Section 5. Enforcement.**

This Local Law shall be enforced by the Cortland County Sheriff's Office and the Village of Homer Police Department, and any authorized law enforcement officer employed by these agencies.

**Section 6. Violations, Ticketing, and Fines.**

Any person who violates this Local Law shall be issued a parking ticket. The fine for each violation shall be not less than twenty-five dollars (\$25.00) and not more than one hundred dollars (\$100.00). Each day or portion of a day during which a violation occurs shall constitute a separate offense.

**Section 7. Towing of Vehicles.**

A. Any vehicle found in violation of this Local Law may, at the discretion of an enforcing officer, be towed and impounded.

B. All towing and storage fees shall be charged to the vehicle owner and must be paid in full prior to release of the vehicle.

C. The Town of Homer, its agents, and its officers shall not be liable for any damage resulting from the towing or storage of vehicles pursuant to this section.

**Section 8. Posting of Signs.**

The Town shall post appropriate signage at the Town Hall parking lot advising the public of the winter parking restrictions established by this Local Law.

**Section 9. Severability.**

If any clause, sentence, paragraph, or part of this Local Law shall be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder thereof.

**Section 10. Effective Date.**

This Local Law shall take effect immediately upon filing with the New York State Secretary of State.

Councilmember Leach made a motion, seconded by Councilmember Head, to schedule a public hearing on January 14, 2026, at 6:30 pm. All voting aye, the motion carried. **RESOLVED: to schedule a public hearing on January 14, 2026, at 6:30 pm.**

Town Clerk Poli reported they will need to consider the penny not being distributed anymore and how that will affect tax collection. Clerk Poli contacted the county and how they should proceed in the future. They are also gearing up for taxes, and they hired Karen Snyder for her services to help with the retention schedule and records that can be disposed of.

Supervisor Park stated there are some records that need to be reorganized for the future and will be working with the village to reorganize. He also stated the town's website and councilmembers emails will be changed to .gov.

Supervisor updated on the progress of the downstairs remodeling. The concrete has been poured, completed the trenching for the underground utilities, and the piping has been run. The steel studs were delivered and should start the installations tomorrow. They are making progress and are a little behind schedule but should continue to move forward and should be completed by February.

There are some change orders for the renovations. The first being for Diamond and Thiel for sealing a crack in the wall for a total of \$3,500. The second change of order there was asbestos found and a total cost of \$19,818. Change order number three was for the change of taking the existing two bathrooms downstairs that our architect wanted to keep historical but need to update the wiring and only have one bathroom and one storage room for a total change of \$6,441.00. The last change of order was for new footers and new pipes for \$12,265.00. Supervisor Park has already approved these changes and is all part of the contingency.

On motion by Councilmember Head, seconded by Deputy Supervisor Warren, to receive and file the change orders made for the downstairs renovations. All voting Aye, the motion carried. **RESOLVED: to receive and file the change orders made for the downstairs renovations.**

Supervisor Park reviewed the spreadsheet for expenditures on the downstairs of the town hall. There is approval for \$1,300,00.00 for the downstairs renovations, and there is \$171,454 for contingency and are approximately \$1,192,00.00. So, the town is still under budget.

The highway garage updates completed project are at a total cost of \$231,075.27 and includes the NYSERDA grant of \$15,000.00.

On motion by Councilmember Head, seconded by Deputy Supervisor Warren, to receive and file the closing out of the highway building project. All voting Aye, the motion carried. **RESOLVED: to receive and file the closure out of the highway building project.**

There was an adjustment on page nine in the personnel policy, which states that after the probationary period full time employees are offered health insurance if needed and all part-time employees, including town board members will no longer be offered health insurance after December 31, 2026.

On motion by Deputy Supervisor Warren, seconded by Councilmember Leach, to approve and accept the changes made to the Personnel Policy and incorporate the changes into the Personnel Policy. All voting Aye, the motion carried. **RESOLVED: to approve and accept the changes made to the Personnel Policy and incorporate the changes into the Personnel Policy.**

Attorney Ellis informed the town board that the annexations of the three parcels that were discussed earlier this year, there was one property that needs to contact to see if they would like to be annexed to the town, in order to allow the three parcels to be annexed to the town. Attorney Ellis will be contacting the residents to see how the annexations will proceed.

On motion by Councilmember Leach, seconded by Deputy Supervisor Warren, to schedule a tentative public hearing on January 14<sup>th</sup>, 2026, at 6:30 pm for the proposed annexations. All voting Aye, the motion carried. **RESOLVED: to schedule a tentative public hearing on January 14<sup>th</sup>, 2026, at 6:30 pm for the proposed annexations.**

Supervisor Park made a motion to go into executive session at 8:06 pm. Councilmember Williams made a motion to go out of executive session at 8:21 pm. At 8:21 pm the regular meeting resumed.

On motion by Deputy Supervisor Warren, seconded by Councilmember Leach, to accept \$200,000.00 as a one-time payment from Seaboard Solar for the Host Community Agreement that was negotiated for the Houghton Hill Solar Project (Scott Road Solar) upon completion. All voting Aye, the motion carried. **RESOLVED: to accept \$200,000.00 one-time payment from Seaboard Host Community Agreement upon completion.**

As there was no further business, the meeting adjourned at 8:22 pm.

Respectfully Submitted,  
Brooke L. Pol

