

The public hearing and regular meeting of the Homer Town Board was held at the Town Hall located in the Village of Homer, on Wednesday January 14, in the town boardroom, with Supervisor Park presiding.

Members Present:	Supervisor, Michael R. Park, Deputy Supervisor, Caleb J. Leach Councilmember, Branden M. Brown Councilmember, Sarah E. Head Councilmember, Kevin M. Williams
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Others Present: Town Clerk, Brooke L. Poli; Deputy Town Clerk, Lindsey VanHubert; Highway Superintendent, Kyle Bean; Attorney to the Town, Dan Ellis; Town Historian Martin Sweeney; County Legislator, Reed Cleland and Kevin Fitch; Attendees: Michael Broughton, Sydney Lee from Cortland Standard, Tim Malchak, and Lily Byrne from WXHC.

Supervisor Park called the public hearing meeting to order at 6:30 p.m. and opened with the pledge of allegiance. Supervisor Park read the below and asked the public if there were any comments.

**A RESOLUTION ADOPTING LOCAL LAW NO. 1 OF 2026,
ENTITLED “A LOCAL LAW REGULATING WINTER PARKING IN THE
TOWN HALL PARKING LOT”**

WHEREAS, the Town Board of the Town of Homer, Cortland County, New York, has the authority pursuant to the New York State Constitution and the Municipal Home Rule Law to adopt local laws for the protection of the health, safety, and welfare of the public; and

WHEREAS, the Town Board has considered the adoption of Local Law No. 1 of 2026, entitled “*A Local Law Regulating Winter Parking in the Town Hall Parking Lot*” which is a TYPE II Action under SEQR; and

WHEREAS, said proposed Local Law provides for restrictions on overnight parking in the Town of Homer Town Hall parking lot between the hours of 12:00 a.m. and 7:00 a.m., annually from November 1 through April 1, to facilitate snow and ice removal, maintain emergency access, and promote public safety; and

WHEREAS, the Town Board has determined that such regulation is necessary and in the best interests of the residents of the Town of Homer and the efficient operation of municipal services; and

WHEREAS, all required procedures for the adoption of said Local Law have been duly followed in accordance with the Municipal Home Rule Law, including any required public hearing and notice thereof;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Homer hereby adopts Local Law No. 1 of 2026, entitled “*A Local Law Regulating Winter Parking in the Town Hall Parking Lot*”, in the form presented to the Town Board; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to file a certified copy of said Local Law with the New York State Secretary of State in accordance with applicable law; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

There were no comments and the public hearing closed at 6:34 pm.
The regular meeting opened at 6:34 pm.

MONTHLY MEETING MINUTES

Councilmember Head made a motion, seconded by Councilmember Williams to approve the Draft Regular Town Board Meeting minutes of December 10th, 2025. All voting aye, the motion carried. **RESOLVED: to approve the Draft Regular Town Board Meeting minutes of December 10, 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 Deputy Supervisor Leach; All voting aye, the motion carried. **RESOLVED: That General Fund, abstract #13 of 2025, vouchers #408 through #465 totaling \$192,967.03 were approved for payment.**

Highway bills were approved as audited by Councilmember Head, motioned by Councilmember Head, to approve highway fund vouchers for payment, seconded by Councilmember Leach; All voting aye, the motion carried: **RESOLVED: that Highway Fund, abstract #13 of 2025, vouchers #195 through #213 all totaling \$16,854.73 were approved for payment.**

General bills were approved as audited by Councilmember Brown, motioned by Councilmember Brown, to approve the general fund vouchers for payment, seconded by Councilmember Head: All voting aye, the motion carried. **RESOLVED: That General Fund, abstract #1 of 2026, vouchers #1 through #12 totaling \$6,925.58 were approved for payment.**

Highway bills were approved as audited by Deputy Supervisor Leach, motioned by Deputy Supervisor Leach, to approve highway fund vouchers for payment, seconded by Councilmember Williams; All voting aye, the motion carried: **RESOLVED: that Highway Fund, abstract #1 of 2026, vouchers #1 through #10 all totaling \$26,181.79 were approved for payment.**

WRITTEN DEPARTMENT REPORTS

Deputy Supervisor Leach made a motion, seconded by Councilmember Williams, to receive and file the following monthly December reports as presented:

1. The Code Enforcement Officer-December 2025
2. Town Clerk- December 2025
3. Fire Chief- December 2025
4. Dog Control Officer- December 2025
5. Superintendent- December 2025
6. Supervisor- December 2025

All voting aye, the motion carried.

Councilmember Head made a motion, seconded by Councilmember Williams to receive and file the New York State Municipal Shelter Inspection and Dog Control Officer Inspection reports completed on December 15, 2025. All voting aye, the motion carried. **RESOLVED: to receive and file the New York State Municipal Shelter Inspection and Dog Control Officer Inspection reports.**

PRIVILEGE OF THE FLOOR

Michael Broughton invited residents to visit his open government website page. Legislator Reed Cleland congratulated new town board members. Legislator Cleland stated he is serving on the Agriculture and Environmental committee and the finance and administration committee and is working on establishing licensing requirements for short term rentals. Legislator Cleland invited residents and board members to attend a meeting discussing micron on January 20th at 4 pm and on January 22nd at 8:00 am to a meeting on occupancy tax. Legislator Fitch stated Reed Cleland is the liaison to TC3 for the county.

Legislator Fitch informed the town board that the county is working towards sharing “buying breaks” with other municipalities. Legislator Fitch requested a letter of support from the town for broadband. The town board agreed to have Attorney Ellis compose a letter of support and submit it to the county.

AGENDA ITEMS

Town Historian distributed his new book in appreciation to each town board member. The town board members thanked Martin Sweeney for the gift and expressed their appreciation for his service and work.

Councilmember Williams made a motion, seconded by Deputy Supervisor Leach to receive and file Historian Martin Sweeney's new book and thanked him for all of his work. All voting aye, the motion carried. **RESOLVED: to receive and file Historian Martin Sweeney's new book and thanked him for all of his work.**

Supervisor read the 2026 organizational meeting lists for the town board's review.

1. Deputy Supervisor	Caleb J. Leach
2. Town Board Meeting Dates	Second Wednesday of the Month
3. Official Newspaper	Cortland Standard
4. Official Depositor of Town Funds	FNB of Dryden
5. Attorney for the Town	Daniel J. Ellis II
6. Budget Officer	Michael R. Park
7. Town Bookkeeper	Frederick J. Forbes
8. Deputy Highway Superintendent	John F. Lansdowne
9. Town Clerk /Tax Collector	Brooke L. Poli
10. Register of Vital Statistics	Brooke L. Poli
11. Deputy town clerk/Tax collector	Lindsey G. VanHubert
12. Deputy Register of Vital Statistics	Lindsey G. VanHubert
13. Dog Control Officer	Lindsey M. Anderson
14. Code Enforcement Officer	Kevin J. McMahon
15. Deputy Code Enforcement Officer	Adam L. Brown - Paid June & Dec. - Deputy
16. Fire Inspector	Kevin J. McMahon
17. Deputy Fire Inspector	Adam L. Brown
18. Planning Board	Michael May & Chad Butts -5year 2026-2030
19. ZBA Board	Chris G. Mauler -5 year 2026-2030
20. Planning and zoning board chairman rate	\$50 per meeting
21. Planning and Zoning Board Member Rates	\$30 per meeting
22. Planning and ZBA alternate	Lindsay M. Anderson
23. Planning and ZBA Secretary rate	\$40 per Individual Meeting, Pd Monthly
24. Mileage Allowance for Town Officials	Per Federal Government Allowance
25. Approval to Invest Funds	Michael R. Park
26. Hourly Pay Rate for Hwy. Employees	Per Adopted Budget
27. Bid Price for Abrasives and Salt	New York State Bid Price
28. Board of Assessment Review Rate	\$125.00 a Day
29. Appointment of Delegate to Association of Towns Meetings	None
30. Town Historian	Martin A. Sweeney
31. All Salary and Hourly Employees	Stated in Budget paid Bi/weekly
32. Town Board Members Salaries	Paid Monthly
33. Planning and ZBA Board Compensation	Paid Yearly-December
34.-Comp Alliance	Kevin M. Williams
35. Court Audit	Kevin M. Williams, Caleb J. Leach

36. Resolution: Utility Bills, Comptroller, To Prepay as Needed
Health Insurance, Workers Compensation,
HSA Bills, Credit Card Bills and Postage

Councilmember Head made a motion, seconded by Deputy Supervisor Leach, to approve the above organizational list and receive and file. All voting aye, the motion carried. **RESOLVED: to approve the above 2026 organizational list and receive and file**

Highway Superintendent Bean updated the town board the sand and salt mixture is efficiently working on the roads, and they are running one shift which is cost effective. The highway is working on equipment, and stated a tree needs to be removed by the highway garage and bids were obtained for the removal.

Councilmember Brown made a motion, seconded by Deputy Supervisor Leach, to approve the \$2,000 quote submitted by Dafoe Tree Company to remove the tree from the highway garage. All voting aye, the motion carried. **RESOLVED: to approve the \$2,000 quote submitted by Dafoe Tree Company to remove the tree by the highway garage.**

RESOLUTION #1 A RESOLUTION ADOPTING LOCAL LAW NO. 1 OF 2026, ENTITLED “A LOCAL LAW REGULATING WINTER PARKING IN THE TOWN HALL PARKING LOT”

Motion by Councilmember Brown
Seconded by Councilmember Leach
VOTES: AYE- Park, Brown, Williams, Leach, Head; NAY- 0

WHEREAS, the Town Board of the Town of Homer, Cortland County, New York, has the authority pursuant to the New York State Constitution and the Municipal Home Rule Law to adopt local laws for the protection of the health, safety, and welfare of the public; and

WHEREAS, the Town Board has considered the adoption of Local Law No. 1 of 2026, entitled “*A Local Law Regulating Winter Parking in the Town Hall Parking Lot*” which is a TYPE II Action under SEQR; and

WHEREAS, said proposed Local Law provides for restrictions on overnight parking in the Town of Homer Town Hall parking lot between the hours of 12:00 a.m. and 7:00 a.m., annually from November 1 through April 1, to facilitate snow and ice removal, maintain emergency access, and promote public safety; and

WHEREAS, the Town Board has determined that such regulation is necessary and in the best interests of the residents of the Town of Homer and the efficient operation of municipal services; and

WHEREAS, all required procedures for the adoption of said Local Law have been duly followed in accordance with the Municipal Home Rule Law, including any required public hearing and notice thereof;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Homer hereby adopts Local Law No. 1 of 2026, entitled “*A Local Law Regulating Winter Parking in the Town Hall Parking Lot*”, in the form presented to the Town Board; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to file a certified copy of said Local Law with the New York State Secretary of State in accordance with applicable law; and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon adoption.

Attorney Ellis discussed scheduling a joint public hearing with the village on February 11th at 6:30 pm. for the annexation of the properties located on Wolf Road. Attorney Ellis met with the property owners and the assessor.

Councilmember Williams made a motion, seconded by Councilmember Head, to schedule a joint public hearing with the Village of Homer on February 11th, 2026, at 6:30 pm for the annexations of the property located on Wolf Road. All voting aye, the motion carried.

RESOLVED: to schedule a joint public hearing with the Village of Homer on February 11th, 2026, at 6:30 pm for the annexations of the properties located on Wolf Road

Town Clerk Poli reported part-time Deputy Clerk Donna Kotas has officially retired. She thanked Clerk Kotas for her work, and the office would miss her. Town Clerk Poli also informed the town board that Deputy Clerk VanHubert and Town Clerk Poli passed their public notary tests and are officially notaries for the Town of Homer. It was reported tax season is keeping the office extra busy and Karen Snyder would be returning to complete work on the Town of Homer's records and the retention schedule.

Councilmember Williams made a motion, seconded by Deputy Supervisor Leach, to approve and accept the proposed changes to the Personnel Policy that only full-time employees, non-seasonal employees in the highway department receive a \$300.00 gift card in September each year for winter gear. In addition, full-time and part-time employees are eligible for disability insurance. All voting aye, the motion carried. **RESOLVED: to approve and accept the proposed changes to the Personnel Policy that only full-time employees, non-seasonal employees in the highway department, receive a \$300.00 gift card in September each year for winter gear. Full-time and part-time employees are eligible for disability insurance.**

Supervisor Park read the below 2025 Town of Homer board overview for board activities and accomplishments for the 2025 year.

Appointments and Personnel

The year began with appointments to all board and town positions. Special attention working with Kyle Bean, newly appointed Highway Superintendent, to ensure a smooth transition into his role.

Additionally, Barry Warren retired after serving 30 years serving on the town board.

Facilities and Infrastructure

I worked with the town's building committee and Jon Carnes R.A to complete building drawings for the lower level and finalized plans for its renovation. After receiving bids and approving proposals, the project moved into its construction phase, aiming for completion by April 2026.

The Highway Garage was evaluated and needed to be upgraded. A comprehensive renovation plan was developed, including bidding improvements such as a new floor, insulation, heating, new overhead doors, lighting, electrical work, and roof repairs.

The bids were approved, allowing the project to reach full completion.

Town applied for a NYSERDA energy grant and received \$15,000.00 towards the highway garage renovations.

Equipment and Procurement

Highway equipment was evaluated, and some items were designated as surplus and reserved for auction.

The town was able to purchase a new roadside mowing tractor to improve mowing time.

A new pickup truck was purchased for the Highway Superintendent.

The department requested and approved bids for a new 10-wheel snowplow sander truck, which is scheduled to be delivered in the fall of 2026.

New insert sander for pickup truck for emergency backup and ice events.

Financial Management

Two dedicated credit card programs were set up for the Highway Superintendent and the Town Supervisor. To improve accountability, new methods for bill payments and board approval have been put in place.

I, along with Fred Forbes, developed the 2026 town budget. Town Board approved the 2026 town budget, which included an 8% tax increase due to the loss of sales tax revenue.

The assessor started the town wide property reassessment.

I also worked with the county, other town supervisors, and mayors to negotiate a sales tax agreement with the county, which was not successful.

Comprehensive Plan

Worked with THOMA Development and selected board and planning board members to secure a grant to update the Comprehensive Plan, which we received.

Policy and Law Updates

A revised fee schedule is now in place for building permits and associated activities.

The board created a new law establishing time limitations for variances.

Continually update personnel policies.

A six-month pause on solar and wind projects was introduced to allow for updates to local solar regulations.

Changed town hall parking and no parking from Dec 1-March 31

Community Engagement and Inter-Municipal Cooperation

Town and Village collaborated closely on various issues—thanks to Mayor Clune, Dan and staff, Police Chief Pitman, and all village departments.

I shared personnel and procurement policies with other town municipalities to offer support and assistance.

Collaboration with three property owners and the village of Homer to the annexation of three properties on Wolf Road- moving them from the village back into the town.

Town Board agreed to help the Village Fire Dept with a donation of \$10,000.00 towards a new fire truck.

Technology and Communication

I started a monthly newsletter in The Homer News to keep town residents informed about local happenings, and it's received positive feedback.

The Town of Homer has introduced a new website, making it easier for residents to find information and communicate with local officials.

Solar Projects and Agreements

Negotiations took place with two solar projects for host agreements.

I negotiated and board agreed to a one-time payment of \$200,000 from the Seaboard Solar project in lieu of taxes.

Other Initiatives

After three years of work, all billboards on Route 81 have been thoroughly reviewed. The board voted against implementation of a new billboard law, recommending future consideration in the comprehensive plan to determine if it aligns with the town's long-term vision.

Early this fall Heather Hill Town Clerk resigned. Brooke Poli has been appointed as Town Clerk, and the search for a new deputy clerk is underway.

Following interviews conducted by Brooke Poli, Fred Forbes, Sarah Head, and Mike Park- Lindsey VanHubert was put forward as a recommendation to the Town Board. Lindsey assumed the role of Deputy Town Clerk following the board's endorsement.

Town Historian Martin Sweeny recommended the Procurement of Carpenter paintings.

The paintings were successfully preserved.

Summary

The Town of Homer remains in strong financial shape despite a sales tax shortfall, thanks to consistent long-term planning and a united board focused on fiscal responsibility.

The Town Will Encounter Multiple Challenges in 2026

Finish the Lower Level

Further loss of sales tax funds -impacting budget.

Bridge replacement and repairs.

Town parking lot repairs

Seasonal Road Policy

Road and culvert repairs.

I am very grateful to the town board, staff, bookkeeper, clerks, town lawyer, highway department, village mayor, and town residences that supported me through the past year.

On motion by Deputy Supervisor Leach, seconded by Councilmember Brown to receive and file the 2025 Supervisor's town overview. All voting Aye, the motion carried. **RESOLVED: to receive and file the 2025 Supervisor's town overview.**

Supervisor Park read the below 2026 goals for the Town of Homer.

1. Assign areas of oversight to board members- Caleb-Highway liaison; Sarah- Clerk liaison; Kevin- Judicial liaison and Comp Alliance; Branden- Town Hall building maintenance
2. Finish Lower-level remodeling,
3. Water control around buildings, parking lot repairs
4. Price out finish painting town hall soffits and cupola
5. Develop covers over compressors
6. New entrance to highway garage
7. Open House to showcase Highway garage and lower level
8. Finish Towns seasonal road policy
9. Continue looking at intermunicipal partnerships
10. Form Committee to develop Towns new Comprehensive plan.
11. Bridge replacement and repair maintenance plans
12. Look at long term road product storage

Supervisor updated the town board on the lower-level progress which included the inspection of the sheet rock, completed duct work, and electrical completed. April 1, 2026, is the target of completion for the downstairs renovations.

There were change orders discussed and reviewed for Beard Electric for \$28,856.00 and Diamond and Thiel for \$19,198.

On motion by Councilmember Williams, seconded by Deputy Supervisor Leach, to receive and file the lower-level change orders for Beard Electric for \$28,856 and Diamond and Thiel for \$19,198. All voting aye, the motion carried. **RESOLVED: to receive and file the lower-level change orders for Beard Electric for \$28,856 and Diamond and Thiel for \$19,198.**

Councilmember Williams and Deputy Supervisor Leach will coordinate and complete the court audit in the upcoming month.

Supervisor Park stated the town has unofficially been approved for a \$99,000 grant for the revisions of the town's Comprehensive Plan. He is waiting on official paperwork before the town can hire a consultant and form a committee.

Attorney Ellis informed the town board that AES Solar is negotiating the PILOT agreement with the Cortland County IDA and he met with attorneys for the involved towns to consider hiring the same attorney to jointly represent the Town's on negotiating a Host Community Agreement.

On motion by Councilmember Head, seconded by Deputy Supervisor Leach, to authorize the supervisor to sign a conflict-of-interest waiver for attorney Matthew Eldridge to represent Cortland County on their AES Host Agreement. All voting aye, the motion carried. **RESOLVED: to authorize the supervisor to sign a conflict-of-interest waiver for attorney Matthew Eldridge to represent Cortland County on their AES Host Agreement.**

Supervisor Park and Attorney Ellis informed the Board that AES was requesting a Limited Notice to Proceed from the Office of Renewable Energy Siting. They indicated that AES may begin cutting trees soon, but that Attorney Eldred would first need to consent on behalf of the towns.

Supervisor Park made a motion to go into executive session at 7:57 pm. Councilmember Williams made a motion to go out of executive session at 8:20 pm. At 8:20 pm the regular meeting resumed.

As there was no further business, the meeting adjourned at 8:20 pm.

Respectfully Submitted,
Brooke L. Poli

