TOWN OF HORSEHEADS
TOWN BOARD MEETING
JANUARY 28, 2026

The regular monthly meeting of the Town Board of the Town of Horseheads was held on the above date at 8:30 A.M. at the Town Hall, 150 Wygant Road, Horseheads, New York.

Members Present: Donald J. Fischer, Town Supervisor; Gary H. Riopko, Carl R. Lewis, Sr., Arthur Laurey and Joseph C. Brennan, Councilmen.

Absent:

Others present: John P. Mustico, Town Attorney; Cathy R. Wood, Town Clerk; Marty Vanderhoff, Highway Superintendent; Greg Larnard, Code Enforcement Officer; Gretchen O. Deglau, Steve Cronin and Mark Cronin.

Supervisor Fischer called the meeting to order at 8:30 a.m. asking Marty Vanderhoff to discuss quotes received for the purchase of a new roller. Marty referenced the three quotes received. The CAT roller was sold for $18,000. The small one will go to auction. The new roller will replace this one. The roller Marty is recommending is from JC Smith. This is a budgeted item and the price is $19,000.00.

The discussion included concerns of Councilmen such as; the new roller is at the shop and was rented $1,900, the smaller roller is not used very often, hours of use, how long will it last before replacing, what happens to extra budgeted funds, is there a fund balance policy, where does it come from, budgeting conservatively and end with a positive variance is beneficial and creating a fund balance policy could be beneficial.

Resolution #54 of 2026

RESOLUTION AUTHORIZING THE PURCHASE OF A ROLLER FOR THE HIGHWAY DEPARTMENT

Resolution by Mr. Brennan, seconded by Mr. Riopko

WHEREAS, Highway Superintendent Marty Vanderhoff has submitted three (3) quotes for the purchase of a new roller, and

WHEREAS, quotes were received from JC Smith, $19,000, Milton Cat, $38,000 and Summit Sales in the amount of $21,935.00, and

WHEREAS, Town Highway Superintendent Marty Vanderhoff has recommended that said quote be accepted from JC Smith in the amount of $19,000 and this is a budgeted item, and

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes the purchase of a roller from JC Smith in the amount of $19,000.00.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

Attorney Mustico began the discussion regarding the formation of a Standing Committee for the Parks and Recreation Department. At the January 14, 2026 meeting, the resolution passed referred to this as the formation of an "Ad Hoc Committee". At this time, it should be referred to as "Standing Committee for Parks and Recreation". This item will carry to the February 11, 2026 meeting.

Resolution #55 of 2026

RESOLUTION TO AMEND RESOLUTION #5 OF 2026 APPROVING THE FORMATION OF A PERMANENT "AD HOC COMMITTEE" TO APPROVING THE FORMATION OF A "STANDING COMMITTEE" FOR THE PARKS AND RECREATION DEPARTMENT

Resolution by Mr. Brennan, seconded by Mr. Lewis

WHEREAS, at the April 9, 2025 Town Board meeting, by order of Supervisor Fischer, the Ad Hoc Committee was established, and

WHEREAS, the Ad Hoc Committee expired on November 1, 2025, and

WHEREAS, at the January 14, 2026 meeting, by way of Resolution #5 of 2026, it was intended to approve a "Standing Committee" for Parks and Recreation but the term "Ad Hoc Committee" was approved instead, and

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

BE IT RESOLVED, that the Town Board of the Town of Horseheads approves amending Resolution #5 of 2026 to reflect formation of a Permanent Standing Committee for the Parks and Recreation Department.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer Nays: None

Supervisor Fischer referred to Thurman Blanchard's quotes received to upgrade the Town Hall water system. Greg Larnard then explained the mechanical differences in the quotes and what the changes may include.

The discussion included concerns of Councilmen such as; preferences in materials to be used, PEX is now code compliant in commercial buildings, the public bathrooms currently do not have hot water, have these suppliers been used before and this is an unexpected expense that needs to be done.

Resolution #56 of 2026

RESOLUTION APPROVING PURCHASE OF A NEW POTBLE WATER SYSTEM FOR THE TOWN HALL

Resolution by Mr. Laurey and Mr. Riopko

WHEREAS, Thurman Blanchard has submitted three (3) quotes for the purchase of a potable water system for the Town Hall, and

WHEREAS, quotes were received from Osburn Mechanical ($15, 389 / $11,791), P&J $21,373, and Kimble $22,650 / $21,300, and,

WHEREAS, Thurman Blanchard recommends that said alternate quote be accepted from Osburn Mechanical in the amount of $11,791 and setting aside $15,000 for unforeseen issues, and

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby approves the purchase of a Potable Water System in the amount of $11,791.00.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

The discussion regarding updating the Town's Procurement Policy will carry to the next meeting.

The discussion included concerns of Councilmen such as; it is updated via resolution, update based on complying with the audit and auditors' suggestions such as remove the term RPF from the policy and Board Members urged to bring ideas and changes to the next meeting.

Attorney Mustico and Greg Larnard determined the Town's zoning maps are not up to date. Permission to redo the map is the first step. Then, ask Southern Tier Regional for a cost to review the Town's zoning areas and make suggestions.

The discussion included concerns of Councilmen such as; reviewing front setbacks in Residence A areas, review of Town roads only, potential to accommodate residents needing more space in lieu of moving and garages would not be allowed to be closer than 40' from the front.

Resolution #57 of 2026

RESOLUTION AUTHORIZING UPDATING THE TOWN ZONING MAPS

Resolution by Mr. Brennan and Mr. Lewis

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes Greg Larnard, Code Enforcement Officer, to proceed with updating the Town Zoning Maps.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

Supervisor Fischer explained a part-time clerk typist position, 20 hours a week, the rate of pay is $18.00, for the highway department is in the 2026 budget. Keri Brooks checked with Civil Service and this position already exists. It was originally created for the Assessor's Department.

The discussion included concerns of Councilmen such as; not aware it was in the budget, person hired would share office space with Bill Rapalee, at this time the Town Clerk's office could not take on added responsibilities due to tax collection, do other highway departments have secretaries, Big Flats have two (2), does the time spent in the Village of Elmira Heights interfere with the Town responsibilities, if so they should contribute, Marty explained the amount of time spent regarding the Village of Elmira Heights functions, this position has nothing to do with the Village of Horseheads, does assisting the Village of Elmira Heights prevent continuing education for the highway department and hiring a part-time position could free up some time.

Resolution #58 of 2026

RESOLUTION AUTHORIZING A PART TIME CLERK TYPIST POSITION FOR THE HIGHWAY DEPARTMENT

Resolution by Mr. Brennan and Mr. Riopko

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

BE IT RESOLVED, that the Town Board of the Town of Horseheads hereby authorizes the hiring of a part-time Clerk Typist Position, 20 hours per week, 1 year probation, at a rate of $18.00 per hour and authorizes Town Clerk to advertise.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

Resolution #59 of 2026

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN INTERMUNICIPAL AGREEMENT WITH CHEMUNG COUNTY FOR NEWWORLD PROGRAMMING SERVICES

Resolution by Mr. Lewis and Mr. Zeigler

WHEREAS, the Town of Horseheads utilizes the New World Program for accounting and payroll functions, and

WHEREAS, the Office of the Chemung County Treasurer shall provide products and services such as; New World Cloud Access, New World Module Use Fee for Financial Management, New World Module User Fee for Human Resources, Chemung County Information Technology Fee for Service Hours – based on hours and hourly rate of employee(s) for routine New World maintenance, this is exclusively for IT services related to New World, and does not include IT shared Services, and

WHEREAS, the agreement begins January 1, 2026 and ends December 31, 2026, the annual amount due is $15,135.00, and

WHEREAS, this matter has been duly considered by the Town Board of the Town of Horseheads.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Horseheads authorizes the Town Supervisor to sign Intermunicipal Agreement with Chemung County for New World Programming Services.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

Marty Vanderhoff attended a meeting with Chemung County on January 27, 2026. They performed a study with regards to local road safety. Snake Hill and Moss Hill are mentioned in this report and safety recommendations total $546,940.00. They obtained a grant and can front the Town this money.

The discussion included concerns/comments of Councilmen such as; a copy of this report, pertaining to Town Roads, is necessary for all Councilmen to review, a local person at Cornell University performs this type of study free of charge as well, a copy of the 284 Report was asked for, Big Flats will mill Pine Circle (300 foot) at no cost and the Town will pay for the blacktop.

Marty also discussed tree removal that was planned for in 2025. This is a budgeted item. Marty is having a difficult time obtaining 3 quotes. Businesses are returning his calls.

The discussion included concerns/comments of Councilmen such as; several tree removal businesses were named, who is on the County Bid, the approximate total cost of removal, is it a biddable item and Marty will try again to obtain 3 more bids.

As there was no further business to come before the Board, on a motion by Mr. Brennan, seconded by Mr. Laurey, it was moved that the meeting be adjourned at 9:25 a.m.

Ayes: Riopko, Lewis, Laurey, Brennan and Fischer. Nays: None.

Respectfully Submitted,

Cathy R. Wood
Town Clerk