

**REGULAR TOWN BOARD MEETING**

**APRIL 9, 2013**

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 7:00 P.M. on April 9, 2013, at the Conklin Town Hall. The meeting opened with the Pledge of Allegiance.

<b>PRESENT:</b>	Town Board Members	Bullock, Minoia, Francisco, Finch
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Assistant to Supervisor	Lisa Houston
	Code Officer	Robert Jones
	Public Works Superintendent	Tom Delamarter
	Deputy Highway Superintendent	Michael Mott
	Highway Department Foreman	Stan Albrechta
	Planning Board	Dell Boyle
<b>GUESTS:</b>	<b>Country Courier</b>	Elizabeth Einstein
		Laurie Francisco
		Michael Gabello
		Peter J. Motsavage

**MINUTES: MARCH 12, 2013 REGULAR TOWN BOARD MEETING**

Mr. Minoia moved to approve the March 12, 2013 Regular Town Board Meeting minutes as presented.

Seconded by Mr. Bullock.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

**MINUTES: MARCH 26, 2013 REGULAR TOWN BOARD MEETING**

Mr. Francisco stated that the March 26, 2013 Regular Town Board Meeting minutes should be corrected on page 2, line 9 from the top, to replace the words “Town Code” with the words “National Electric Code.”

Mr. Bullock moved to approve the March 26, 2013 Regular Town Board Meeting minutes as corrected.

Seconded by Mr. Francisco.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

**CORRESPONDENCE:**

Mr. Finch acknowledged receipt of a letter from the Conklin Seniors Club and a check for \$300 as a donation to the Town of Conklin for the use by the Club of the Maines Community Center.

**RESO 2013-54; ACCEPT \$300.00 DONATION/CONKLIN SENIOR CITIZENS/USE OF FLOYD MAINES COMMUNITY CENTER**

Mr. Bullock moved for the following resolution:

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Be It Resolved: that the Town Board of the Town of Conklin accepts a donation in the amount of \$300.00 from the Conklin Seniors Club for the use of the Floyd Maines Community Center.

Seconded by Mr. Francisco.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

Mr. Finch also acknowledged receipt of a letter from Attorney Wendy DeWind, representing former Dog Control Officer Darlene Weidman, in response to a letter sent by Mr. Finch to Ms. Weidman regarding potential removal of any materials from the Community Center.

**PUBLIC COMMENTS:**

None.

**REPORT: SUPERVISOR'S OFFICE**

Refer to written report.

**REPORT: TOWN CLERK**

In addition to her written report, Town Clerk Sherrie Jacobs asked the Town Board to consider replacing the current Neopost postage machine with a new machine from Pittney Bowes. The Pittney Bowes machine would have a five pound scale, instead of the current two pound scale, at no extra cost, and would save the Town money in both the monthly lease fee and in the cost of ink cartridges.

**RESO 2013-55: REPLACE NEOPOST POSTAGE MACHINE POSTAGE PROS PLUS WITH PITTNEY BOWES POSTAGE MACHINE DM400**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves replacing the current Neopost postage machine, Postage Pros Plus, with Pittney Bowes postage machine DM400.

Seconded by Mr. Minoia.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

**REPORT: HIGHWAY DEPARTMENT**

In addition to his written report, Deputy Highway Superintendent Michael Mott reported that the Highway Department had cleaned the yard at the Highway Garage and has made a sweep of roads throughout the Town. He stated that an inventory of signs was conducted and noted that the three new generators are all up and running. Mr. Mott reported that beacon lights were installed on some of the Town trucks and trailer lights were installed for 12 volt systems. He stated that the Highway Department worked with the Parks Department to repair the slide at the park. Mr. Finch commented that the Town may be able to repave more roads than previously estimated with the "CHIPS" (Consolidated Highway Improvement System) monies.

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### **REPORT: WATER & SEWER DEPARTMENT**

In addition to his written report, Public Works Superintendent Tom Delamarter reported that 150 letters had been sent advising residents that the Neptune water meters in their residences would need to be replaced with Sensus meters, adding that the project is “going well,” with 50% of the meters already replaced.

Mr. Delamarter reported that the fence at the dog off-leash area has been lowered and that the gate at Conklin Forks Park has been replaced. He stated that the Town parks are all open now, including bathroom facilities. He added that these facilities will be closed at night. Mr. Minoia asked if the park gates will be shut and locked at night to prevent damage in the parks. Mr. Delamarter stated that the law enforcement officers do not want the park gates locked because of the pool at Schnurbusch Park and the difficulty that emergency responders would have in gaining access in the event of a mishap after hours at the pool. Mr. Finch stated that he will look at the situation, adding that Youth Commissioner Fran Bealo has agreed to be responsible for locking the bathrooms.

Mr. Delamarter reported that he sold two cemetery plots for cremains to Jean Terry at Shawsville Cemetery.

### **REPORT: CODE OFFICER**

In addition to his written report, Code Officer Robert Jones reported that the fire alarm system has been installed at the Maines facility on Terrace Drive. He stated that two businesses, Evelyn Deeley’s Physical Therapy business and Ma’s Flowers, have been approved by the Planning Board. Mr. Jones stated that he has been conducting safety inspections and completed the MS4 (Municipal Stormwater Sewer Systems) audit has been completed.

Mr. Jones stated that the Town is applying for a reduction of \$4,000 per unit for a waiver of friable and non-friable asbestos abatement in the bid specifications for demolition of the Buyout properties. He stated that 52 buildings remain on the potential Buyout list. Attorney Cheryl Sacco asked if the appraisers have been updated with the new number of buildings and Mr. Jones confirmed that they have been updated. He stated that the appraisals are currently taking place. Mr. Finch noted that the cost of taking debris from the demolitions to the Broome County Landfill has been negotiated down from \$70 per ton to \$40 per ton.

Mr. Jones stated that he has issued six building permits this month, including a new house on Murphy Road and a large renovation of the Conklin Forks United Methodist Church.

Mr. Jones stated that he has investigated the complaints regarding the stone and debris piled near the former Dino’s Bar and Grill site, on property belonging to Hobart Stone, adding that the DEC (New York State Department of Environmental Conservation) has also investigated the site. Mr. Jones stated that the height of the stored material is in compliance, noting that Hobart Stone stores its product and some of its vehicles on this property, and adding that the company moves material out of the storage area as it is needed. Mr. Francisco asked about the tires on the property and Mr. Jones stated that the tires and some other debris were deposited by the 2011 flood. Mr. Finch stated that the Hobart Stone facility on JR Boulevard creates a lot of dust on the road and added that Mr. Hobart needs to use the water truck daily to clean the road. Mr. Mott stated that the road needs to be swept also. Mr. Jones will follow up on this situation.

### **OLD BUSINESS:**

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**UPDATE/REMAINING OPEN 2011 FEMA PROJECTS**

Mr. Delamarter presented an update on the remaining open projects covered by FEMA (Federal Emergency Management Agency) from the 2011 flood. Of the work in PW 1777223, the Little League Fields and Building, only replacement of the window in the Little League concession stand remains to be completed. For PW 1777215, the Community Center, the placement of flood barriers at the door needs to be completed. Mr. Jones has two bids for this project. For PW 1777221, the five Sewer Stations, Mr. Delamarter reported that Stations 2, 3, and 5 have been completed, and #4 will be completed this week. He stated that new flanges are being fabricated for Sewer Station 1. Mr. Delamarter reported that A.C. Spear is raising the electrical boxes as part of the flood mitigation.

**NEW BUSINESS:**

**DISCUSSION/9 BARBARA AVENUE**

Mr. Finch stated that Douglas Ritter owns 9 Barbara Avenue and wants to obtain a building permit to repair the building. Mr. Finch stated that he does not want another building in Town “like 1529 Conklin Road” (also owned by Mr. Ritter and subject to several Code violations). He added that the Town water will not be turned on until 1529 Conklin Road is cleaned up and brought into compliance and the plumbing at 9 Barbara Avenue has been inspected. It was noted that the garage-type tent structure at 1529 Conklin Road has been “up and down,” and that Mr. Ritter is fixing the steps. Mr. Jones stated that the building “needs a lot of renovation, adding that he, Mr. Finch, and Mr. Ritter will do a “walk through” on April 15.

**UNSAFE STRUCTURE/WOODSIDE AVENUE**

Mr. Jones reported that a contractor has expressed interest in demolishing the unsafe structure on Woodside Avenue in exchange for the land.

**RESO 2013-56: RATIFY ACH PAYMENT/POSTAGE ON CALL/POSTAGE METER PURCHASE**

Mr. Minoia moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies an ACH payment, account codes A1670.4 and SW8310.4, in the amount of \$1,000.00 to Postage on Call for postage meter purchase.

Seconded by Mr. Francisco.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

**RESO 2013-57: AUTHORIZE PAYMENT/BILL LIST/\$39,898.99**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following Bill List in the total amount of \$39,898.99:

General

\$ 9,075.62

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Highway	\$10,492.20
Fire Protection	16,002.25
2011 Flood Emergency	3,901.18
Water District	<u>427.74</u>
<b>Total</b>	<b>\$39,898.99</b>

Seconded by Mr. Minoia.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

Mr. Finch noted that the payment to the Fire Company is the final payment for the fire protection contract for 2013.

**RESO 2013-58: APPROVE SUPERVISOR/SIGN CONTRACT/LAKE ENGINEERING  
& GRIFFITHS ENGINEERING/MANDATED ENGINEERING STUDY/JOINT  
SEWAGE TREATMENT PLANT**

Mr. Bullock moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Town Supervisor, James Finch, to enter into and sign a contract with Lake Engineering and Griffiths Engineering for an Engineering Study mandated by the Binghamton-Johnson City Joint Sewage Treatment Plant. The base amount of the contract of \$18,000 will be paid for six months, in payments of \$3,000 each month, account code SS1-8110.4.

Seconded by Mr. Francisco.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

Mr. Delamarter explained that this study includes a smoke test with a camera in the sewer lines to insure that there is no infiltration into the lines.

**RESO 2013-59: APPROVE ADVERTISING/COUNTRY COURIER/WHITE GOODS &  
BRUSH PICKUP/MAY 6-17, 2013**

Mr. Minoia moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves advertisement in the **Country Courier** for white goods and brush pickup for the period May 6 through May 17, 2013.

Seconded by Mr. Francisco.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

**RESO 2013-60: APPROVE SPECIAL PAY/LISA HOUSTON/EXTRA SERVICES/2013  
PHYSICAL INVENTORY AUDIT**

Mr. Bullock moved for the following resolution:

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Be It Resolved: that the Town Board of the Town of Conklin approves special pay for Lisa Houston in the amount of \$400.00 for extra services (20-30 hours) in regards to the 2013 Physical Inventory Audit.

Seconded by Mr. Minoia.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

Ms. Houston explained that there was a \$500,000 discrepancy between what the Town stated are its physical assets and what the inventory company stated. She explained that the inventory company missed items in the inventory, including the gazebo, water lines, pump stations, parking lots, Well 5, a generator, tools, and water meters. Mr. Francisco asked if it would be helpful if the department heads were to generate quarterly inventory reports and Ms. Houston stated that this practice is already in place.

**RESO 2013-61: SCHEDULE PUBLIC HEARING/MAY 14, 2013/7:05 P.M./LOCAL LAW 1, 2013/ “ABOLISH POSITION OF ELECTED TOWN HIGHWAY SUPERINTENDENT & CREATE APPOINTED TOWN HIGHWAY SUPERINTENDENT, SUBJECT TO MANDATORY REFERENDUM”**

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin schedules a Public Hearing at 7:05 P.M. on May 14, 2013, to receive input regarding proposed Local Law 1, 2013, “ABOLISH THE POSITION OF AN ELECTED TOWN HIGHWAY SUPERINTENDENT AND CREATE AN APPOINTED TOWN HIGHWAY SUPERINTENDENT, SUBJECT TO MANDATORY REFERENDUM.”

Seconded by Mr. Minoia.

VOTE: Bullock – Yes, Minoia – Yes, Francisco – Yes, Finch – Yes. Motion passed unanimously.

Mr. Finch stated that the mandatory referendum vote would take place on July 23, 2013.

**BEAUTIFICATION COMMITTEE/FLAGS & BANNERS**

Mr. Finch stated that the Conklin Beautification Corps needs to meet soon to plan a Town clean-up day and added that the American flags and Town banners need to be put up soon.

There being no further business to come before the Board, Mr. Bullock moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:40 P.M.

Respectfully submitted,

Sherrie L. Jacobs  
Town Clerk

