

REGULAR TOWN BOARD MEETING
FEBRUARY 13, 2018

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on February 13, 2018, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided. The meeting opened with the Pledge of Allegiance.

PRESENT: Town Board Members Boyle, Farley, Platt, Francisco, Dumian

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|----------------------------------|-------------------|
| Town Counsel | Cheryl Sacco |
| Town Clerk | Sherrie L. Jacobs |
| Highway Superintendent | Brian Coddington |
| Secretary to the Supervisor | Lisa Houston |
| Code Officer/Dog Control Officer | Nick Vascello |
| Administrative Assistant | Mary Plonski |

GUESTS: Country Courier Elizabeth Einstein
Laurie Francisco
LeRoy Jenkins
John Colley

MINUTES: JANUARY 23, 2018 WORK SESSION & REGULAR TOWN BOARD MEETING

Mr. Francisco moved to approve the January 23, 2018 Work Session and Regular Town Board Meeting minutes as presented.

Seconded by Mr. Platt.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

CORRESPONDENCE:

INTEREST IN PURCHASING TOWN PROPERTY

Mr. Dumian stated that he has received correspondence expressing interest in purchasing properties owned by the Town of Conklin, adding that none of the properties in question is a FEMA (Federal Emergency Management Agency) Buyout property. He asked Mr. Boyle about mineral rights and Mr. Boyle responded that hydrofracturing (“fracking”), should it ever become legal in New York State, would probably be blocked because of the proximity in most cases of adjacent properties and/or homes. Town Attorney Cheryl Sacco commented that the Town should consider subsurface mineral rights, adding that there are many variables to consider, including whether or not a particular property is located in the flood plain.

Mr. Farley asked if all of the properties in question have been flooded and Code Officer Nick Vascello stated that not all are flooded properties. He added that some have been taken by Broome County for delinquent taxes and then sold to the Town of Conklin for \$1.00. Mr. Platt stated that it would be good to have these properties back on the tax rolls, but added that the Town must make sure the people purchasing them follow the Town Code concerning acceptable activities, such as keeping livestock. Mr. Boyle stated that the Town should retain the mineral rights even if it sells the properties.

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Ms. Sacco stated that if the Town sells any of its properties, it must be approved by permissive referendum and sold at market value or for best use. She suggested looking at each property separately and making a decision. Mr. Francisco asked if a Public Notice is required listing which properties are available for purchase and Ms. Sacco replied that it is not required legally but is a philosophical question the Board should answer. Mr. Boyle stated he thinks the Town should act to get these properties back on the tax rolls. Ms. Sacco suggested that the Board look at the properties in question and talk to the Assessor about market value. Highway Superintendent Brian Coddington stated that the Town should get or keep easements and rights of way on these properties to allow access. Mr. Platt stated that the Conklin Volunteer Fire Department has expressed similar concerns. Ms. Sacco suggested including Mr. Coddington and Mr. Platt, who is also currently President of the Fire Department, in the discussion regarding the potential sale of these properties.

B. COLLINS/LETTER REGARDING NYS REFUSAL TO REDUCE SPEED LIMIT ON ROUTE 7A

Mr. Dumian stated that Ms. Bev Collins has written a letter to New York State Senator Fred Akshar asking for assistance after the New York State Department of Transportation refused the Town's request to decrease the speed limit on Route 7A. He added that she is awaiting a response from the Senator's office.

PUBLIC COMMENTS:

None.

OLD BUSINESS:

DISCUSSION/EVALUATION COMMITTEE/ COMMUNITY CENTER PROJECT

Mr. Dumian explained that a committee is required to evaluate bids received for construction of the proposed Community Center project in the Corporate Park, with the committee charged with making a recommendation to the Town Board after review of the bids. He added that the Town had a similar requirement in obtaining the Rising Community Grant funding for the Stillwater Road Drainage Project. Mr. Dumian asked if Town Engineer Griffiths Engineering could act as Administrator AND Engineer for the project and Ms. Sacco stated that this is not possible. She explained that Griffiths Engineering could act as Owner Representative in place of a Construction Manager, but added that GOSR (Governor's Office of Storm Recovery) must approve this situation. The bids for Architectural and Engineering services would need to be reviewed by the Committee. Mr. Dumian explained the point process by which Committee members would evaluate the bids. The Board decided to hold over appointment of the members of the Evaluation Committee until the February 27 meeting.

REPORT: HIGHWAY DEPARTMENT

Highway Superintendent Brian Coddington stated that he provided information on a Bobcat Skid-Steer that he wishes to purchase, adding that he will have more accurate pricing for the February 27 meeting. Ms. Sacco asked if this purchase is on New York State Bid List and Mr. Coddington confirmed that it is. He stated that there should be zero to little borrowing needed to purchase the Skid-Steer.

REPORT: CODE OFFICER

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Code Officer Nick Vascello stated that he has made good progress in getting the fire inspections completed. He stated that the alarm system at the Town Hall was not functioning properly, adding that it was inspected by the installers, Syracuse Alarm, who stated that a new system is needed.

Mr. Coddington stated that Mr. Vascello is doing “a great job” issuing tickets for illegal parking.

REPORT: WATER & SEWER DEPARTMENT

Mr. Dumian stated that the Town needs to replace the infrastructure under one of the sewer pumps, but added that the estimated cost is \$35,000 to \$40,000, which he stated is considerably higher than the original estimates. He added that the Town needs more quotes for this project, adding that there are safety issues to be considered. Ms. Sacco stated that the Town may need to competitively bid the project due to the higher estimated costs.

NEW BUSINESS:

DISCUSSION/STILLWATER ROAD DRAINAGE PROJECT

Mr. Dumian began the discussion of the Stillwater Road Drainage Project by stating that Mr. Boyle had made a good suggestion to change the drainage flow path. He added that a new survey would be required which would cost approximately \$8,000, but added that changing the drainage flow path would save \$57,000 overall on the project. He stated that GOSR (Governor’s Office for Storm Recovery) has stated, however, that the Town must move forward with the current plan, rather than the revised one suggested by Mr. Boyle, and meet target dates or risk losing the funding altogether.

Mr. Boyle stated that the Town should be looking at the bigger picture in Stillwater, including building a boat ramp, which could be built on property owned by the Town of Conklin directly across the Susquehanna River from the Town of Kirkwood boat launch. He stated that the project needs a straight pipe, in order to clean and maintain it, rather than the current plan, which includes two 90 degree bends. Mr. Boyle stated that he has several issues with the current plan.

Mr. Dumian stated that the Town must bore under the railroad tracks to complete the project and must pay the \$1,000 to Norfolk Southern Railway Company to cover the railroad insurance fee, adding that the Town will be reimbursed for this expense through the grant funding. Mr. Dumian stated that the Town must stay with the current plan for the project and move forward or risk losing the funding for the project. He hopes to get this process done quickly, then do a Change Order to improve the drainage flow path. Mr. Boyle asked if the Town Highway Department will be responsible for maintenance and Mr. Coddington confirmed that this is the case. Mr. Farley stated he thinks the Town should move forward with the project.

RESO 2018-23: AUTHORIZE SUPERVISOR/SIGN DOCUMENTS/PUBLIC RIGHT OF WAY/NORFOLK SOUTHERN RAILWAY COMPANY/STILLWATER ROAD PROJECT/AND PAYMENT OF \$1,000 TO COVER RAILROAD INSURANCE FEE

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to sign all necessary documents for the Public Right of Way with Norfolk Southern Railway

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Company, reference No. 1255064 for the Stillwater Road Project 2005-64-135, including the payment of \$1,000.00 to Norfolk Southern to cover railroad insurance fee.

Seconded by Mr. Francisco.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

RESO 2018-24: APPROVE HIRING/KEVIN COATES/TEMPORARY PART-TIME
GENERAL LABORER/\$15.00 PER HOUR/EFFECTIVE 2-26-2018

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the hiring of Kevin Coates to the position of Temporary Part-Time General Laborer at a pay rate of \$15.00 per hour, to work not more than 19 hours per week, and to work for a period not greater than 89 days, effective February 26, 2018.

Seconded by Mr. Platt.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

Mr. Platt asked if the Town can terminate this agreement if needed and Mr. Dumian replied that the Town can do so. Mr. Farley asked who will be in charge of administering the project list.

RESO 2018-25: AUTHORIZE TOWN CLERK/ATTEND ANNUAL NYSTCA
CONFERENCE/APRIL 22-25, 2018/ALBANY, NEW YORK

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Town Clerk Sherrie Jacobs to attend the annual New York State Town Clerks Association Conference from April 22-25, 2018, in Albany, New York, at a cost of \$125.00 registration fee, plus all necessary travel and lodging expenses, account code A1410.4.

Seconded by Mr. Boyle.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

RESO 2018-26: APPROVE OFFICE FOR THE AGING CONTRACT/MEALS ON
WHEELS PROGRAM/JANUARY 1-DECEMBER 31, 2018

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves CA 292-423 Agreement with the Broome County Office for the Aging for the Conklin/Kirkwood Meals on Wheels Program for the period of January 1 through December 31, 2018.

Seconded by Mr. Francisco.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

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**RESO 2018-27: RATIFY PAYMENT/U.S. POSTAL SERVICE/1ST QUARTER WATER
& SEWER BILLING POSTAGE**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #13446, account codes SW8310.4 and SS1-8110.4, in the amount of \$306.00 to the U.S. Postal Service for postage for 1st Quarter Water and Sewer billing.

Seconded by Mr. Platt.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

**RESO 2018-28: RATIFY ACH PAYMENT/PITNEY BOWES/
POSTAGE METER REFILL**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of an ACH payment, various department codes, in the amount of \$500.00 to Pitney Bowes for a postage meter refill.

Seconded by Mr. Francisco.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

**RESO 2018-29: RATIFY PAYMENT/W2OPERATOR TRAINING GROUP, LLC/
N. PLATT & C. CASEY/ATTEND FEBRUARY 23, 2018 WATER OPERATOR WINTER
WORKSHOP/CORTLAND, NEW YORK**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #13454, account code SW8310.4, in the amount of \$120.00 to W2Operator Training Group, LLC, for registration fees for Nick Platt and Colin Casey to attend the February 23, 2018 Water Operator Winter Workshop in Cortland, New York.

Seconded by Mr. Boyle.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

**RESO 2018-30: RATIFY PAYMENT/W2OPERATOR TRAINING GROUP, LLC/
N. PLATT ATTEND MARCH 2, 2018 WATER OPERATOR GRADE B, C, & D FIELD
TEST LAB COURSE/CORTLAND, NEW YORK**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #13455, account code SW8310.4, in the amount of \$35.00 to W2Operator Training Group, LLC, for registration fee for Nick Platt to attend the March 2, 2018 Water Operator Grade B, C, and D Field Test Lab Course in Cortland, New York.

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Seconded by Mr. Boyle.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

RESO 2018-31: AUTHORIZE PAYMENT/BILL LIST/\$64,963.76

Mr. Platt 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 \$64,963.76:

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|----------------|---------------------|
| General | \$ 19,873.88 |
| Highway | 24,029.01 |
| Sewer District | 9,265.00 |
| Water District | 3,155.87 |
| Non-Budget | <u>8,640.00</u> |
| Total | \$ 64,963.76 |

Seconded by Mr. Boyle.

VOTE: Boyle – Yes, Farley – Yes, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion passed unanimously.

PUBLIC COMMENTS:

None.

UPDATE ON BROADBAND

Mr. Boyle stated that New York State released the third and final round of funds on February 3, 2018, to provide access to high speed internet for rural areas of the state. Mr. Dumian commented that Spectrum/Time Warner were not included in the list of providers, adding that access has proven more successful with smaller providers. Mr. Dumian stated that if a homeowner requests a line be added, Spectrum will look at the possibility of installing a line for internet access. Ms. Sacco stated that in these instances, the cost of installation is usually incurred by the homeowner, unless there are a sufficient number of requestors, adding that it is a drop line situation.

NEW PHOTO FOR TOWN WEBSITE

Mr. Platt stated that it has been suggested to him that the Town update the staff picture on the Town website to include newly appointed Town Justice Beth Marshall.

UPDATE/STREET LIGHTS

Mr. Francisco stated that he has researched information regarding the proposal to replace existing high pressure sodium street lights with LED (Light Emitting Diode) lights. He stated that the lights in the Town are a Class 3, noting that there are requirements for installing LED lighting. Mr. Francisco stated that NYSEG (New York State Electric and Gas Corporation) will break down end of service costs per light district for the Town, if it chooses to replace the existing lights with LED lights. He stated that he also investigated the rebate process to see if any rebates would be applicable.

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Mr. Francisco stated that the support arms must also be replaced at a cost of \$400 per light for each 16 foot arm. He stated that the end of service cost would be \$20,084, whether NYSEG or an outside provider facilitates the project. Mr. Francisco stated that an administrator would be needed. Secretary to the Supervisor Lisa Houston stated that the Town should be aware of the Budget process in considering this project, and plan to include it in the 2019 Budget.

Mr. Farley asked if NYSEG would maintain the lighting equipment if the Town used their program and Mr. Francisco replied that the Town would need to pay the lease fee but NYSEG would maintain it. Mr. Francisco stated that it would take fifteen years before the Town achieved cost payback. He also stated that the NYSERDA (New York State Energy Research and Development Authority) rebate is not applicable if the Town uses the NYSEG program. He added that there are many costs to consider.

TOWN HALL MAINTENANCE ISSUES

Mr. Francisco asked about the timeline for installation of the back-up generator at the Town Hall. Mr. Dumian stated that he will talk to Mr. DeLamarter about it and see if he can speed up the process.

Mr. Francisco stated that the Town needs to “get moving” on getting estimates for roof repairs.

COMMUNITY CENTER

Town Clerk Sherrie Jacobs stated that Mr. Francisco had requested a report showing a comparison between rentals of the Community Center in 2016 vs. 2017, to see if the new, lower rental rates had increased the number of rentals. She presented the report, which showed a significant increase in the number of rentals after the rental rates were reduced.

Mr. Dumian asked if the canopy lights at the Community Center are operated by timers, noting that it is very dark at the entrance to the building at night. Mr. Francisco stated that he will check to see if the timers slipped. He stated that the front canopy light is supposed to be left on full time.

THANK YOU/LISA HOUSTON/GRANT PROJECTS

Mr. Dumian thanked his secretary, Lisa Houston, for the tremendous amount of work she has done in the “huge process” of meeting grant requirements for recent and upcoming projects, including the Stillwater Road Drainage Project and the Community Center Project. He added that the Town is looking for the best location for the Community Center.

There being no further business to come before the Board, Mr. Boyle moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:58 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk