

**REGULAR TOWN BOARD MEETING**  
**JANUARY 8, 2019**

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on January 8, 2019, 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

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

**GUESTS:** **Country Courier** Elizabeth Einstein  
John Stilloe Construction John Stilloe  
Laurie Francisco  
LeRoy Jenkins  
John C. Colley

**JOHN STILLOE CONSTRUCTION/ROOF REPAIR/TOWN HALL**

John Stilloe of John Stilloe Construction addressed the Town Board regarding his proposal to repair the roof of the Castle/Town Hall. He stated that the flashings are the main concern on the Castle roof and should be repaired now, while the rest of the work on that part of the roof could wait until the weather is warmer. He stated that the masonry on the old building needs to be sealed.

Mr. Stilloe stated that 1,000 feet of new seams are needed on the Town Hall roof, and added that the corners need to be re-done. He stated that he cannot provide a warranty because his company is not completely re-doing the roof, but stated that he would fix any leaks that his company missed while repairing the roof.

**MINUTES: DECEMBER 11, 2018 REGULAR TOWN BOARD MEETING**

Mr. Platt moved to approve the December 11, 2018 Regular Town Board Meeting minutes as presented.

Seconded by Mr. Francisco.

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

**CORRESPONDENCE:**

Mr. Dumian acknowledged receipt of a letter of resignation from Fran Bealo as Youth Commissioner. Mr. Bealo is retiring after 13 years of service to the Town, and the Board discussed ways to honor Mr. Bealo and his wife, who volunteered a great deal of time to the Youth Sports programs. Ideas included: announcement and thank you on the lighted sign at Schnurbusch Park, a plaque on the concession stand, a proclamation naming “Fran Bealo Day” (a one-time event), and dedicating Opening Day of baseball/softball to Mr. Bealo and having him throw the opening pitch.

**PUBLIC COMMENTS:** None.

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**REPORT: SUPERVISOR'S OFFICE**

The report is on file in the office of the Town Clerk.

**OLD BUSINESS:**

**UPDATE/YOUTH COMMISSION**

Mr. Dumian spoke very enthusiastically about the updated Youth Commission, stating that they held three meetings last week. He stated that there is "a lot of work" but the Commission is "moving forward," adding that there is a "learning curve." One change Mr. Dumian mentioned is the scheduling of regular meetings of the Commission and the establishing of rules and a code of conduct for coaches. Mr. Dumian stated that there are "a lot of dedicated people" trying to "grow the program." He stated that the Youth Booster Club will be reaching out to local businesses for donations.

Mr. Dumian stated that the wrestling program will be coming back to the Town of Conklin from the Town of Binghamton. He stated that the gentleman that does the marketing for the BC Stallions is working on a new website for the Youth Sports Programs, which will have a link on the Home Page of the Town website, adding that this will cost approximately \$1,000 to develop.

Mr. Dumian stated that he believes Conklin has the "best fields," adding that the Commission will schedule night games – "Baseball under the Lights," adding that this will require a portable pitcher's mound. He stated that Little League, Minor Baseball, and Major and Minor Softball will all get to play under the lights.

Mr. Farley added that there are more people involved and greater enthusiasm. He stated that the recent wrestling tournament provided \$4,000 to the Town of Binghamton Booster Club, adding that these proceeds will go to the Town of Conklin Booster Club next year.

**UPDATE/BUILDING REPAIRS**

Mr. Dumian reiterated that the repairs Mr. Stiloe had addressed in his proposal for roof repair are emergency repairs which must be done immediately. Secretary to the Supervisor Lisa Houston asked if the cost of the roof repair would be paid out of the Building Repair Reserve Fund and Mr. Dumian confirmed that this is the case.

Mr. Dumian stated that A. C. Spear examined the lights in the foyer of the Town Hall and determined it is less expensive to replace them with LED (Light Emitting Diode) lights than to repair the existing fixtures, since parts for the existing lights are difficult to obtain.

**REPORT: HIGHWAY DEPARTMENT**

Highway Superintendent Brian Coddington stated that he met with FEMA (Federal Emergency Management Agency) site inspectors to review sites needing repair after the August 2018 flash flooding event. He stated that he has been working with Ms. Houston to put all of the Highway FEMA projects in the FEMA portal. Mr. Coddington stated that he sold both the 2006 Chevrolet truck and the chipper, both of which had been declared surplus equipment. He stated that the chipper was purchased for \$15,000.

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**REPORT: CODE OFFICE**

Code Officer Nick Vascello reported that he is working on fire inspections. He stated that the owner of the old Progressive Dental building has an open permit, adding that he recently performed a required inspection of the site and the owner is in compliance with the permit. He stated that the new owner of the former Dino's on the River has brought equipment back to the site to continue shoring up the foundation.

**BUILDING ISSUES**

Mr. Dumian stated that Mr. Boyle and Kevin Coates repaired some plumbing in the Castle. It was suggested that the old bathroom on the second floor of the Castle be closed and the plumbing shut off to prevent any leaks from pipes breaking. The Board also discussed closing one of the two bathrooms on the first floor of the Castle, noting that neither bathroom is ADA (Americans with Disabilities Act) compliant. Moving the furnace and air handling equipment to the first floor was also discussed, but Mr. Dumian stated that this would cost approximately "\$20,000." It was noted that there is not a high usage of the Castle community room. Mr. Francisco suggested marketing the space more. Mr. Dumian asked who would open and close the building if it were to be used after business hours, noting that this would result in extra expense in overtime costs for a Town employee. The third floor would need to be closed to the public as it is not safe.

Mr. Dumian stated that he has consulted grant writers and has been told that the median income in Conklin is too high for the Town to be eligible for grants, even though the Castle is a historical building. Town Attorney Cheryl Sacco stated that she has a contact at Binghamton University whose graduate program specializes in grant writing.

It was decided to remove the plumbing from the second floor bathroom, and talk to Mr. Coates about the second bathroom on the first floor. Town Clerk Sherrie Jacobs will put a notice on the Town website noting the availability of the community room space for not-for-profits (at no charge to the organization). A mason will be contacted to work on the Castle.

**NEW BUSINESS:**

**ROAD USE AGREEMENT/MARCHUSKA BUILDING**

Mr. Dumian stated that Mr. Marchuska has rented his building near the Community Center to a business, which is currently using the Town of Conklin parking lot and driveway to access the building. He stated that the Town will need either a Road Use Agreement or an easement for this property. Ms. Sacco will discuss this situation further with the Board in a recess for Legal Counsel later in the evening.

**RESO 2019-1: HIRE JOHN STILLOE CONSTRUCTION/REPAIR TO  
ROOFS/CASTLE & TOWN HALL**

Mr. Dumian moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin hires John Stilloe Construction for work as per his estimate for repair work on the Castle and Town Hall roofs.

Seconded by Mr. Francisco.

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

Mr. Boyle expressed concern about the repairs near the air handling units on the Town Hall roof, asking if these repairs are necessary at this time. He agreed that all repairs to the Castle roof are necessary.

**NEW TELEPHONE SYSTEM**

It was noted that the Town Hall telephone system has major problems, with static on the lines and dropped calls in some of the offices, as well as the security alarms going off at all hours for no reason. It was noted that Verizon has stated that it has major problems with its underground cable system in this area, after two major floods. Ms. Sacco stated that she has examined the three agreements proposed by Spectrum to provide telephone service and feels they are satisfactory, noting that the agreement should be month to month.

**RESO 2019-2: AUTHORIZE SUPERVISOR/EXECUTE AGREEMENTS FOR TELEPHONE SERVICE**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to execute the Municipal Lease and Option Agreement, the Service Agreement, and the Spectrum Business Voice and Trunk Service documents upon consent of legal as to form.

Seconded by Mr. Boyle.

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

**RESO 2019-3: ACCEPT RESIGNATION/Fran Bealo/RECREATION SUPERVISOR PART-TIME**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin accepts the resignation of Fran Bealo from the position of Recreation Supervisor Part-Time, effective December 31, 2018.

Seconded by Mr. Farley.

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

**RESO 2019-4: APPROVE PROMOTION/JUSTIN PARKER/TO RECREATION SUPERVISOR PART-TIME**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the promotion of Justin Parker from the position of Recreation Leader Part-Time to Recreation Supervisor Part-Time (replacing Fran Bealo), to be paid a salary of \$13,470.00, effective January 1, 2019.

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Seconded by Mr. Farley.

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

**RESO 2019-5: APPROVE ADDITIONAL YEARLY CLOTHING ALLOWANCE/  
C. CASEY & N. PLATT**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves an additional yearly clothing allowance of \$700.00 each for Parks and Water/Sewer employees Colin Casey and Nick Platt for cleaning and uniforms. Employees must be dressed in a manner appropriate to their job duties and in a manner appropriate with the weather.

Seconded by Mr. Francisco.

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

**RESO 2019-6: APPROVE PAYMENTS/BANDS OF 2019 CONCERT IN THE PARK  
SERIES/DESIGNATED BY TOM DELAMARTER**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payments, account code A7110.4.401, to bands of the 2019 Concert in the Park series, designated by Tom DeLamarter.

Seconded by Mr. Francisco.

VOTE: Boyle – Yes, Farley – Abstain, Platt – Yes, Francisco – Yes, Dumian – Yes. Motion carried: 4 – Yes, 1 – Abstain.

**RESO 2019-7: AUTHORIZE TOWN OFFICERS & EMPLOYEES/RECEIVE  
REIMBURSEMENT FOR MILEAGE/USE OF PERSONAL VEHICLES FOR  
PERFORMANCE OF DUTIES**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the officers and employees herein named to receive reimbursements for mileage for use of personal vehicles at the current IRS Standard Mileage Rate per mile for performance of their duties on official business only: Supervisor, Town Clerk, Deputy Town Clerk, Zoning Board members, Planning Board members, Town Historian, Town Justice, Justice Clerk, Secretary to the Supervisor, Town Assessor, Youth Commissioner, Parks and Water/Sewer Personnel, Code Department Personnel, and Town Board members.

Seconded by Mr. Platt.

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

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**RESO 2019-8: RATIFY ACH WIRE PAYMENT/PITNEY BOWES/POSTAGE METER**

Mr. Francisco moved for the following resolution:

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

Seconded by Mr. Boyle.

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

**RESO 2019-9: AUTHORIZE PAYMENT/BILL LIST/12-26-2018/\$63,240.59**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following pre-approved claims, Bill List dated December 26, 2018, in the total amount of \$63,240.59:

General	\$ 34,414.13
Highway	8,809.05
Light Districts	2,431.31
Sewer Districts	2,273.25
Water Districts	12,222.85
Non-Budget	<u>3,090.00</u>
<b>Total</b>	<b>\$ 63,240.59</b>

Seconded by Mr. Farley.

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

**RESO 2019-10: AUTHORIZE PAYMENT/BILL LIST/2018 & 2019/\$81,930.41**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following Bill List of 2018 and 2019, in the total amount of \$81,930.41:

General	\$ 43,619.03
Highway	2,142.13
Sewer Districts	25,513.49
Water Districts	<u>10,655.76</u>
<b>Total</b>	<b>\$ 81,930.41</b>

Seconded by Mr. Francisco.

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

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**ROAD USE AGREEMENT**

In regard to the proposed road use agreement with Mr. Marchuska for his building near the Community Center, Mr. Francisco asked about the electrical service and it was determined that a separate service had been installed.

**RESO 2019-11: RECESS FOR LEGAL ADVICE**

Mr. Dumian moved to close the Regular Town Board Meeting and recess for legal advice at 7:47 P.M.

Seconded by Mr. Francisco.

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

**RESO 2019-12: RE-OPEN REGULAR TOWN BOARD MEETING**

Following the recess for legal advice, Mr. Farley moved to re-open the Regular Town Board Meeting at 8:00 P.M.

Seconded by Mr. Boyle.

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

**ROAD USE AGREEMENT/MARCHUSKA**

The Town Board discussed whether it would prefer a Road Use Agreement or a License/Lease Agreement or an Easement with Mr. Marchuska for access to his building near the Community Center. It was noted that the Planning Board approved the site plan for Mr. Marchuska's tenant contingent upon the Town allowing access to the building. Mr. Francisco and Mr. Platt agreed that the length of an agreement should be five years, and Mr. Dumian added that any change in ownership or tenant would cancel the agreement. Mr. Boyle was opposed to an agreement. It was decided that the Town should receive money to cover the cost of maintenance of the access way and that the agreement should include a "Hold Harmless" clause to protect the Town. Mr. Dumian stated that he will look at this further for the next Board meeting.

**MEETINGS WITH DEPARTMENT HEADS**

Mr. Boyle wondered if the Board could institute regular meetings with department heads "to keep everyone on the same page." Ms. Sacco cautioned that there can be no more than two Board members present at any such meeting or it is in violation of the Open Meetings Law. Mr. Dumian determined that what Mr. Boyle is actually interested in is job project flow and coordination of projects between departments, which he stated could be better served by speaking with individual department heads.

**PARKING AT CASTLE/TOWN HALL**

Ms. Jacobs expressed concern regarding parking at the Castle/Town Hall if there is an increase in usage of the community room in the Castle, especially on days when the Department of Motor Vehicles mobile office is here or when the Town Court is in session.

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**TESTING THE GENERATOR**

Mr. Francisco reminded the Board that the new generator still has not been tested on the building.

There being no further business to come before the Board, Mr. Farley moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 8:20 P.M.

Respectfully submitted,

Sherrie L. Jacobs  
Town Clerk