

WORK SESSION
OCTOBER 25, 2016

The Town Board of the Town of Conklin held a Work Session at 5:30 P.M. on October 25, 2016, at the Conklin Town Hall. Mr. Finch, Supervisor, presided. The meeting opened with the Pledge of Allegiance.

PRESENT:	Town Board Members	Bullock, Boyle, Dumian, Francisco, Finch
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Secretary to the Supervisor	Lisa Houston
	Highway Superintendent	Brian Coddington
	Administrative Assistant	Mary Plonski
	Public Works Superintendent	Tom DeLamarter
	Zoning Board of Appeals	Tom Kelly
	Zoning Board of Appeals	Hal Cole

GUESTS:	Country Courier	Elizabeth Einstein
	Conklin Volunteer Fire Dept.	Bill Gorman
	Conklin Volunteer Fire Dept.	Paul M. Jacobs
		Laurie Francisco
		Judy Kelly
		John Colley
		Bill Farley
		Willis Platt
		LeRoy Jenkins
		Bill Gardner
		Lora Gardner

EMPLOYEE HEALTH INSURANCE

Mr. Dumian led a discussion regarding employee health insurance for 2017. He stated that the Town must choose between Platinum 2 or Platinum 4 as the standard plan offered to the employees, in addition to offering them plans with higher deductibles and lower premiums. Mr. Dumian stated that the Platinum 2 plan is the same one that the Town currently offers, but the cost to the Town is increasing for 2017. He explained that the Platinum 4 plan has a \$250 deductible, then 80% coverage for major medical events. The savings to the Town would be \$55.33 per month and the savings to the employee would be \$4.50, so Mr. Dumian stated that he did not see an advantage to switching to the Platinum 4 plan as the standard to offer, citing “minimal savings.” He noted that employees can also select either the Silver or Bronze plan. Insurance representative Tom Augostini will offer a presentation to the Town employees.

Mr. Dumian stated that the agreement with the Dog Control Officer speaks of reimbursing her because she has health insurance from a source other than the Town, but the Town has no policy in place to allow reimbursement for health insurance. He stated that currently, if a retired Town employee leaves the offered health insurance plan, he or she can get back into the plan at a later date. Mr. Dumian asked if that should be changed so that if a retiree leaves the plan, they cannot regain their coverage through the Town.

Mr. Finch spoke about setting up a bank account with the Town and employee, and putting money in the account, similar to a medical pool, to cover a portion of the deductible. He stated that if the money is not used, it becomes the Town’s money. Mr. Dumian stated that the Town is

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looking at spending over \$30,000 in premiums over the next five years for family coverage, noting that the increase in cost to the Town for 2017 will be 11.7 per cent.

Mr. Bullock and Mr. Dumian both stated that they think the Town should stay with Platinum 2 as the standard plan offered to employees. Mr. Finch added that employees would also have the option to choose the Silver or Bronze plan. Mr. Boyle asked if the cost would be “out of pocket” and Secretary to the Supervisor Lisa Houston stated that after the maximum out of pocket expense was paid, the insurance would cover 100% of the cost.

Mr. Dumian reiterated that the Town cannot reimburse the Dog Control Officer for the cost of her insurance because the Town does not have a policy for reimbursement. He stated that the Town could offer her the Bronze or Silver plan. Consensus on the Board was to keep the Platinum 2 plan as the standard plan to offer the employees. It was noted that the open enrollment for healthcare insurance begins in December. It was further noted that no money was reserved in the 2017 Budget for extra medical pool money to cover any portion of the deductible. The selection of insurance plans does not require any changes to the Employee Policy Manual.

CHANGES TO EMPLOYEE POLICY MANUAL

Town Attorney Cheryl Sacco stated that she is working on proposed changes to the Employee Policy Manual. She stated that a new law goes into effect December 1, 2016, which mandates that salaried employees who earn less than \$47,000 per year be paid overtime at a rate of one and one-half times their hourly rate. Mr. Finch stated that this includes elected officials.

Ms. Sacco also stated that she is working on drafting a formal policy regarding credit cards, noting that the Town’s practice has been to not allow credit cards in the Town’s name.

UPSTATE TOWERS

Mr. Finch stated that Don Carpenter from Upstate Towers will be present at the Work Session to be held at 5:30 P.M. on November 9 to give an update on the cell tower project.

TUZZI/SALT DISTRIBUTION FACILITY

Mr. Finch stated that the presentation scheduled for November 22 at 7 P.M. regarding the possible alternate access to Mr. Tuzzi’s salt distribution facility has been cancelled. Mr. Boyle and Mr. Dumian met with Mr. Tuzzi to discuss options. One possibility discussed would be to run a municipal water line to Ocean Steel in exchange for the steel company allowing Mr. Tuzzi to use their driveway for access to his salt distribution facility. Ms. Sacco asked if this would be an outside user agreement, adding that she will check the agreement the Town has with Pride Manor Mobile Home Park. She stated that it may be necessary to create a new Water District.

REGULAR TOWN BOARD MEETING

OCTOBER 25, 2016

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:00 P.M. on October 25, 2016, at the Conklin Town Hall. Mr. Finch, Supervisor, presided.

PRESENT:	Town Board Members	Bullock, Boyle, Dumian, Francisco, Finch
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Secretary to the Supervisor	Lisa Houston
	Highway Superintendent	Brian Coddington
	Administrative Assistant	Mary Plonski
	Public Works Superintendent	Tom DeLamarter
	Zoning Board of Appeals	Tom Kelly
	Zoning Board of Appeals	Hal Cole

GUESTS:	Country Courier	Elizabeth Einstein
	Conklin Volunteer Fire Dept.	Bill Gorman
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		Laurie Francisco
		Judy Kelly
		John Colley
		Bill Farley
		Willis Platt
		LeRoy Jenkins
		Bill Gardner
		Lora Gardner

MINUTES: OCTOBER 11, 2016 REGULAR TOWN BOARD MEETING

Mr. Bullock moved to approve the October 11, 2016 Regular Town Board Meeting minutes as presented.

Seconded by Mr. Francisco.

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

MINUTES: OCTOBER 18, 2016 SPECIAL TOWN BOARD MEETING

Mr. Francisco moved to approve the October 18, 2016 Special Town Board Meeting minutes as presented.

Seconded by Mr. Dumian.

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

CORRESPONDENCE:

Mr. Finch acknowledged receipt of correspondence from the attorney for a resident of Lathrop Road expressing concern over excessive speed on the dead-end road and requesting that the Town lower the speed limit on Lathrop Road. This issue has been explored in the past and a speed study was conducted.

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Mr. Finch also acknowledged receipt of correspondence regarding the former Bailey property on Route 29, which Giammarino Construction explored for bluestone and recently sold to Lopke Contracting. This firm wants to develop a quarry for crushing stone on the property.

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PUBLIC HEARING
TO RECEIVE INPUT REGARDING PROPOSED MUNICIPAL
WATER AND SEWER RATES FOR 2017

PRESENT: Same as on page one.

Notice of Public Hearing having been duly advertised, Mr. Finch declared the Public Hearing open at 6:05 P.M. and asked those present to speak either for, or in opposition to, the proposed Municipal Water and Sewer Rates for 2017.

The proposed rates were read, noting that the Water Rates for 2017 show an increase, which Public Works Superintendent Tom DeLamarter noted is the first increase in Water Rates since 2010. He stated that the cost of chemicals for treating the water has increased, as have the wages for his workers. Mr. DeLamarter stated that there has also been an increase in the number of water main breaks and subsequent repairs.

There being no further public comments or questions, Mr. Finch declared the Public Hearing closed at 6:08 P.M.

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RESO 2016-151: ADOPT NEW MUNICIPAL WATER AND SEWER RATES FOR
2017

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin adopts new sewer billing rates for municipal sewer users and new water billing rates for municipal water users in the Town of Conklin as follows:

SEWER RESIDENTIAL

Quarterly Basic Fee:	\$10.00
Unit Charge not to exceed	\$8.00 per Thousand Gallons

SEWER SMALL BUSINESS (Non-Mfg.)

Quarterly Basic Fee:	\$10.00
Unit Charge not to exceed	\$9.95 per Thousand Gallons

SEWER CORP PARK and MFG Companies

Quarterly Basic Fee:	\$25.00
Unit Charge not to exceed	\$12.50 per Thousand Gallons

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WATER RESIDENTIAL

Quarterly Basic Fee:	\$10.00
Unit Charge not to exceed	\$3.25 per Thousand Gallons

WATER SMALL BUSINESS Non-Mfg. (New category)

Quarterly Basic Fee:	\$10.00
Unit Charge not to exceed	\$3.50 per Thousand Gallons

WATER CORP PARK and MFG Companies

Quarterly Basic Fee	\$30.00
Unit charge not to exceed	\$ 3.75 per Thousand Gallons

This billing change becomes effective November 1, 2016, and will be billed starting the first billing cycle in 2017; February 2017. This Resolution shall take effect immediately.

Seconded by Mr. Dumian.

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

CORRESPONDENCE (cont.):

Mr. Finch acknowledged receipt of correspondence from the Rising Communities Grant Committee.

PUBLIC COMMENTS:

None.

OLD BUSINESS:

PROPOSED EXTENSION OF WATER LINE TO PENNSYLVANIA BORDER

Mr. Finch stated that Town Engineer John Mastronardi has been researching this potential project and estimates that it will cost approximately \$760,000 to complete. Mr. Finch stated that the Town could get a bond for the project, which the property owners would pay. Residents of Stillwater Road could be included in the project, which would decrease the cost per household.

Mr. Bullock suggested holding a general informational meeting for the residents, adding that the residents must petition, with 50% plus one required for the project to be approved. It was estimated that the cost of bonding would be \$360 per residence over 30 years. This area would be Water District 7 (including Stillwater Road). Mr. Dumian stated that there are over 60 homes in the area in question. Mr. Finch stated that four of those 60 do not want municipal water. Ms. Sacco stated that New York State law requires that all residents within a municipal water district have two years in which to tie into the municipal water system, adding that all residents of the district would start paying on the bond immediately, whether or not they were hooked into the system. She added that the Town may need permission from the New York State Comptroller's Office, which sets the maximum dollar amount that can be charged.

As an update, Mr. Finch stated that the Rising Communities Grant for the Stillwater Road Drainage Project is still on hold, pending settlement of some issues with the owner of Fountain Bleu Mobile Home Park.

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REGULAR TOWN BOARD MEETING
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PUBLIC HEARING
TO RECEIVE INPUT REGARDING PROPOSED 2017 FIRE PROTECTION
CONTRACT WITH CONKLIN VOLUNTEER FIRE DEPARTMENT, INC.

PRESENT: Same as on page one.

Notice of Public Hearing having been duly advertised, Mr. Finch declared the Public Hearing open at 6:15 P.M. and asked those present to speak either for, or in opposition to, the proposed 2017 Fire Protection Contract with the Conklin Volunteer Fire Department, Inc.

Mr. Finch stated that there is just a minimal increase in the fire protection contract cost for next year. Mr. Francisco stated that he is “proud of the Fire Department.”

There being no further public comments or questions, Mr. Finch declared the Public Hearing closed at 6:17 P.M.

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RESO 2016-152: AUTHORIZE THE SUPERVISOR OF THE TOWN OF CONKLIN
TO SIGN THE FIRE PROTECTION CONTRACT FOR THE YEAR 2017

PRESENT:

Supervisor James E. Finch
Councilman Gary D. Bullock
Councilman Charles Francisco
Councilman Dell Boyle
Councilman William Dumian, Jr.

ABSENT: None.

Offered By: Mr. Boyle

Seconded By: Mr. Dumian

The Town Board (hereinafter “Town Board”) of the Town of Conklin (hereinafter “Town”), duly convened in regular session, does hereby resolve as follows:

Whereas, the Town Board of the Town, on the 25th day of October 2016, commencing at 6:15 P.M. at the Conklin Town Hall, 1271 Conklin Road, Conklin, New York, duly held a public hearing on the Town year 2017 Fire Protection District costs; and

Whereas, the Town Board heard all persons desiring to be heard in the matter, and the matter of the said costs for the Town for such fiscal year was fully discussed and considered by the Town Board.

NOW, THEREFORE, the Town Board of the Town, duly convened in regular session, does hereby resolve as follows:

Section 1. The Supervisor of the Town of Conklin is hereby authorized and empowered to sign and deliver on behalf of the Town of Conklin the Fire Protection Contract for Fire Protection District for the year 2017 between Town of Conklin and Conklin Volunteer Fire Department, Inc.

Section 2. Said contract shall be substantially in accordance with the version thereof which is now on file in the office of the Town Clerk of the Town of Conklin, and shall be subject to the approval of the Town Attorney of the Town of Conklin.

Section 3. This resolution shall take effect immediately.

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CERTIFICATION

I, Sherrie L. Jacobs, do hereby certify that I am the Town Clerk of the Town of Conklin and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Conklin at a meeting thereof held at the Conklin Town Hall, 1271 Conklin Road, Conklin, New York, on October 25, 2016. Said resolution was adopted by the following roll call vote:

Supervisor James E. Finch	YES
Councilman Gary D. Bullock	ABSTAIN
Councilman Charles Francisco	YES
Councilman Dell Boyle	YES
Councilman William Dumian, Jr.	YES

Dated: October 25, 2016

Town of Conklin Seal

Sherrie L. Jacobs, Town Clerk of the Town of Conklin

OLD BUSINESS:

AIR TEMP/TOWN HALL HEATING & COOLING SYSTEM

Mr. Finch stated that Air Temp can provide maintenance service for the Town Hall heating and cooling system, using the same maintenance person that has been working on this system when he worked for Tri Cities Temperature Control Company, the vendor formerly utilized by the Town and which is now closed. The cost would be an increase of \$5 per quarter over the rate charged by Tri Cities Temperature Control Company. Ms. Sacco stated that it is a one-year agreement, but cautioned that Air Temp is offering "limited liability." She added that she is "comfortable with the amendments." Ms. Houston added that this maintenance worker can do an analysis of the system.

**RESO 2016-153: APPROVE ONE-YEAR AGREEMENT WITH AMENDMENTS/
AIR TEMP/MAINTENANCE OF TOWN HALL HEATING & COOLING SYSTEM**

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves a one-year agreement with amendments with Air Temp to provide maintenance of the Town Hall heating and cooling system.

Seconded by Mr. Bullock.

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

NEW BUSINESS:

**RESO 2016-154: APPROVE RENEWAL OF CONTRACT FOR 2017/BROOME
COUNTY MEALS ON WHEELS PROGRAM/NO CHARGE**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves renewal of the contract for 2017 with the Broome County Meals on Wheels program, to be housed at the Floyd Maines Community Center free of charge.

Seconded by Mr. Dumian.

VOTE: Bullock – Yes, Boyle – Yes, Dumian – Yes, Francisco – Yes, Finch – Yes. Motion

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passed unanimously.

RESO 2016-155: APPROVE PAYMENT/OCTOBER 25, 2016 BILL LIST/\$58,325.43

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payment of the following October 25, 2016 Bill List in the total amount of \$58,325.43:

General	\$ 45,287.23
Highway	10,305.74
Light Districts	405.91
Sewer District	405.79
Water District	1,439.01
Water District 6	<u>481.75</u>
Total	\$ 58,325.43

Seconded by Mr. Dumian.

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

RESO 2016-156: KEEP PLATINUM 2 PLAN AS STANDARD HEALTH INSURANCE OFFERED TO TOWN EMPLOYEES

Mr. Bullock moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin will keep the Platinum 2 plan as the standard health insurance plan offered to Town employees.

Seconded by Mr. Francisco.

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

RESO 2016-157: SCHEDULE WORK SESSION/NOVEMBER 9, 2016/5:30 P.M.

Mr. Bullock moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin schedules a Work Session at 5:30 P.M., just prior to the Regular Town Board Meeting, on November 9, 2016, to discuss the Upstate Towers cell tower project.

Seconded by Mr. Francisco.

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

RESO 2016-158: RATIFY PAYMENT/GRIFFITHS ENGINEERING, LLC/ENGINEERING SERVICES/STILLWATER ROAD STORMWATER IMPROVEMENT/RISING COMMUNITY GRANT PROJECT

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #106, account code HS8597-2, in the amount of \$12,660.00 to Griffiths Engineering, LLC, for payment of Invoice #13381 for engineering services performed from March 1, 2016, through June 30, 2016, on the Stillwater Road Stormwater Improvement, paid by the Rising Community Grant Project.

Seconded by Mr. Dumian.

VOTE: Bullock – Yes, Boyle – Abstain, Dumian – Yes, Francisco – Yes, Finch – Yes. Motion

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carried: 4 – Yes, 1 – Abstain.

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PUBLIC HEARING
TO RECEIVE INPUT REGARDING PROPOSED 2017 GENERAL AND HIGHWAY
BUDGET FOR THE TOWN OF CONKLIN

PRESENT: Same as on page one.

Notice of Public Hearing having been duly advertised, Mr. Finch declared the Public Hearing open at 6:25 P.M. and asked those present to speak either for, or in opposition to, the proposed 2017 General and Highway Budget for the Town of Conklin.

Mr. Boyle asked about the health insurance for 2018, and Mr. Finch stated that the Board will address that when it creates the 2018 Budget in 2017. Mr. Dumian commented that the Board will “work as a team.”

There being no further public comments or questions, Mr. Finch declared the Public Hearing closed at 6:26 P.M.

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RESO 2016-159: ADOPT THE ANNUAL GENERAL AND HIGHWAY BUDGET OF
THE TOWN OF CONKLIN FOR THE YEAR 2017

Offered By: Mr. Bullock

Seconded By: Mr. Boyle

Whereas, the Town Board (hereinafter “Town Board”) of the Town of Conklin (hereinafter “Town”), on the 25th day of October 2016, commencing at 6:25 P.M. at the Conklin Town Hall, 1271 Conklin Road, Conklin, New York, duly held a public hearing on the Town year 2017 preliminary budget submitted and approved by the Town Board and filed with the Town Clerk of the Town for the fiscal year commencing January 1, 2017, and

Whereas, the Town Board heard all persons desiring to be heard in the matter, and the matter of the said budget for the Town for such fiscal year was fully discussed and considered by the Town Board,

NOW, THEREFORE, the Town Board of the Town, duly convened in regular session, does hereby resolve as follows:

Section 1. The said Town year 2017 preliminary budget submitted, approved, and filed, as aforesaid, be and the same is hereby adopted and established as the year 2017 annual budget for the Town for the fiscal year beginning January 1, 2017. Said annual budget as so adopted and established shall be entered in detail in the minutes of the proceedings of the Town Board.

Section 2. The Town Clerk is hereby directed to attach to said budget an exemption report in compliance with the requirements of Chapter 258 of the Laws of 2008. Said report shall show how much of the total assessed value on the final assessment roll of the Town of Conklin used in the Town’s budgetary process is exempt from taxation.

Section 3. The Town Clerk of the Town shall prepare and certify, as provided by law, duplicate copies of the said Town annual budget hereby adopted and established, and shall deliver one of such copies to the Supervisor of the Town; and the said Supervisor of the Town shall present such copy to the Board of Legislators of the County of Broome as required by law.

Section 4. This resolution shall take effect immediately.

REGULAR TOWN BOARD MEETING
OCTOBER 25, 2016

CERTIFICATION

I, Sherrie L. Jacobs, do hereby certify that I am the Town Clerk of the Town of Conklin and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Conklin at a meeting thereof held at the Conklin Town Hall, 1271 Conklin Road, Conklin, New York, on October 25, 2016. Said resolution was adopted by the following roll call vote:

Supervisor James E. Finch	YES
Councilman Gary D. Bullock	YES
Councilman Bill Dumian, Jr.	NO
Councilman Charles Francisco	YES
Councilman Dell Boyle	YES

Dated: October 25, 2016

Town of Conklin Seal

Sherrie L. Jacobs Town Clerk of the Town of Conklin

RESO 2016-160: AUTHORIZE MODIFICATION OF STATED FROM AND TO BUDGET LINES AS OF OCTOBER 25, 2016

Mr. Bullock moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the modification of the stated From and To Budget Lines as of October 25, 2016 (see attached).

Seconded by Mr. Francisco.

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

RESO 2016-161: AUTHORIZE APPROPRIATION OF UNANTICIPATED REVENUES

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the appropriation of unanticipated revenues (see attached).

Seconded by Mr. Finch.

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

PUBLIC COMMENTS: None.

ROUTE 7 SPEED LIMIT/TRAFFIC STUDY

Mr. Bullock asked if there is an update on the request by the Town that the New York State Department of Transportation conduct a traffic study on Route 7 between Shaw Road and the Community Center and potentially decrease the speed limit in that area. Mr. Finch stated that there is no update yet from New York State.

LIGHTS BEHIND TOWN HALL

Mr. Francisco asked if the light bulbs had been replaced in the lights behind the Town Hall and Mr. DeLamarter stated that it is scheduled with the Conklin Fire Department.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Bullock. The meeting adjourned at 6:35 P.M.

Respectfully submitted,

Sherrie L. Jacobs, Town Clerk

