

**WORK SESSION**  
**JANUARY 24, 2017**

The Town Board of the Town of Conklin held a Work Session at 5:30 P.M. on January 24, 2017, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided. The meeting opened with the Pledge of Allegiance.

<b>PRESENT:</b>	Town Board Members	Boyle, Platt, Francisco, Dumian
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Secretary to the Supervisor	Lisa Houston
	Account Clerk	Mary Plonski
	Public Works Superintendent	Tom DeLamarter
<b>GUESTS:</b>	<b>Country Courier</b>	Elizabeth Einstein
	Governor's Office of Storm Recovery	Suzanne Barclay
	Conklin Vol. Fire Dept.	Bill Gorman
	Conklin Vol. Fire Dept.	Paul Jacobs
	Air Temp	Stu Secord
	Air Temp	Richard Breault
		Laurie Francisco
		John Colley

**AIR TEMP/TOWN HALL HEATING SYSTEM**

Stu Secord and Rick Breault from Air Temp discussed the recent issues with the heating system in the Town Hall and presented some options for improving the situation. Mr. Secord stated that the current heating system is the original system, installed when the addition was constructed in 2002. Mr. Breault added that it is a NOVAR system and is fifteen years old, adding that its "useful life is over." Mr. Dumian stated that several security measures had been discussed, including a sensor to detect water on the floor and drops in temperature in the building, as well as an outdoor audible alarm with a strobe light. Another option discussed is an electronic system that would contact between four and eight selected phone numbers to alert the contact persons of a problem. Two of these contacts would be Nick Platt and Colin Casey in the Water and Sewer Department. Mr. Dumian mentioned the incident in early January of this year in which a bearing went bad and the motor on the heating system failed and water dripped on the floor. Mr. Breault stated that the key to security for the heating system is "redundancy" of alert systems.

Mr. Francisco asked if the proposed alarm systems would tie into the Town's existing SCADA alarm system utilized by the Water and Sewer Department. Mr. Dumian stated that this option was not discussed. Mr. Breault stated that SCADA is "high end" and added that it would not be easy to connect to it. He stated that the proposed electronic system uses the Internet and would have its own dedicated router. It was noted that there is not currently a generator back-up at the Town Hall if the electricity goes off, only a battery back-up for the Town Hall server.

Town Attorney Cheryl Sacco asked if Air Temp has bid to any other municipalities. Mr. Breault stated that his company could be considered sole service provider or professional services. Ms. Sacco stated that this proposed system does not meet the criteria of professional services, as there are multiple sellers. Mr. Breault stated that the system would cost less than \$20,000. Ms. Sacco responded that the Town must follow procurement policy, which may include competitive bidding. Mr. Breault stated that Air Temp is on the OGS (NYS Office of General Services) contract list.

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Mr. Boyle asked about access to controls of the heating system. Mr. Secord stated that the Town could add the Community Center and perhaps the Highway Garage. He stated that it would cost approximately \$12,000 to maintain the equipment, but could maybe be decreased to \$9,000 paid over three years. Mr. Dumian asked if the Town spends \$20,000 for the logic system and replacement of controls if efficiency will be increased and Mr. Breault stated that this could save a potential of 20% in energy savings, with changes such as ventilation on demand for large spaces such as the Board room.

Mr. Francisco asked if the NYSEG (New York State Electric and Gas Corporation) rebates are for retrofit or complete replacement. Mr. Secord stated that the rebate is for a retrofit, adding that if the unit is 15 years old or older it qualifies for the rebate. He added that the Public Service Commission requires the utility (NYSEG) to provide energy-savings rebates.

Mr. Dumian stated that the Board is considering two aspects: 1.) a retrofit system and 2.) a separate alarm system with a potential cost of \$1,000 to \$1,200. Mr. Secord stated that the Town could tie into the alarm system at a different time, if so desired. Mr. Breault stated that an offer letter would be sent to the Town. Ms. Sacco stated that a pre-approval meeting would be needed to discuss the rebate and the increase in efficiency and potential energy savings. Mr. Dumian stated that protection is needed for the Town Hall building right away, adding that the Board needs to be proactive about this issue.

Mr. Francisco returned to Mr. Boyle's questions regarding access to the controls for the heating system in the event of a problem. Mr. Secord stated that an alarm system would alert Air Temp to the presence of a problem. Mr. Francisco stated that he thinks the Board should act to protect the building immediately, then consider the big picture for additions to the system. Mr. Dumian agreed with that opinion. Mr. Boyle stated that he has an issue with the proprietary controls on the heating system, which means only Air Temp can work on the system. Mr. Secord stated that the new Automated Logic system has a "more open protocol." Mr. Breault stated that "most systems are at least partially proprietary." He stated that people working on the system "must be familiar with the software." Mr. Secord stated that his company could do a demonstration for the Board at a different date. He added that the Town could add exterior lighting for the parking lot as part of the program. Mr. Secord distributed some data from his company and stated that the system has cost \$5,000 to \$6,000 in repairs to date. Mr. Dumian asked what is covered by the warranty and Mr. Secord responded, "It covers 75% of the system. Everything except what we cannot touch – such as wiring." He stated that life expectancy of the system would be fifteen years. Mr. Dumian asked if the controls will be backward compatible if the Town chooses to upgrade the boilers in three or four years and Mr. Secord stated that this will not be a problem. Mr. Francisco commented that NYSEG can modify or terminate rebates at will. Mr. Dumian asked Mr. Secord and Mr. Breault to "put together numbers" on the project and contact Public Works Superintendent Tom DeLamarter. He also asked them to contact Ms. Sacco with information regarding their OGS contract status.

**EMPLOYEE POLICY MANUAL**

Mr. Dumian led a discussion regarding proposed changes to the Town's Employee Policy Manual. The first proposed change is on page 8, under Article 10 – Vacation, Number 2, which explains carryover of vacation days. The revised paragraph would read: "Vacation time shall be used during the 12 month period in which it is earned except that an employee may elect to carry not more than 10 days' vacation time per year with a maximum of 20 days total carryover at any one point in time. Additionally, an employee may elect to be paid for the vacation time which is

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carried into the next year, with a maximum of 10 days per year, in lieu of using that vacation time to be off from work.” The change was from 20 days maximum total carryover “during lifetime of employment” to “at any one point in time.” Ms. Sacco asked if this means an employee can only buy or get paid for 10 days at retirement and Secretary to the Supervisor stated that a person could buy or get paid for up to 20 days, depending upon how much vacation time has been earned at the time of retirement.

The next proposed change is on page 12, with the addition of the following under Article 15 – Health Insurance: “b 1) Part time Elected Officials shall be eligible for enrollment in single coverage plan as stated above, or be eligible for the Medical Pool Plan, but not both.” Mr. Dumian noted that this only applies to Part-Time Elected Officials, adding that Full-Time Elected Officials are covered under Section 1 a, which states that “any permanent full time employee shall be eligible for enrollment in single or family plan,” as they are currently serving. Ms. Sacco stated that the Board should clarify the definitions of Part-Time Elected Officials and Full-Time Elected Officials.

Mr. Dumian explained that paragraph 3 on page 12, regarding Part-Time Elected Officials and health insurance after leaving office, was changed in 2012. Prior to that, he stated, when a Part-Time Elected Official left office at the end of their term, either through retirement or loss in the election, they were not eligible for either health insurance or participation in the medical pool plan. Mr. Dumian stated that in 2012, these benefits were given to Part-Time Elected Officials. Ms. Houston stated that “elected officials” was added to “employees” at that time. Mr. Dumian stated that he thinks the Board should “eliminate benefits to Part-Time Elected Officials.” He added that only three people utilize these benefits, which cost the Town approximately \$14,000 per year.

The next proposed change is the addition on page 13 of the following: “4 a It is understood that any Retired employee or Elected Official receiving continued health insurance coverage under this Article 15, paragraphs 2 and 3, will lose entitlement to that continued health insurance coverage once they cancel the Town’s insurance.” This essentially states that a retired employee or elected official cannot come back and re-enroll in the Town’s health insurance once they have cancelled their coverage with the Town and have gone elsewhere for insurance coverage.

**REGULAR TOWN BOARD MEETING**  
**JANUARY 24, 2017**

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on January 24, 2017, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided.

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

Town Counsel	Cheryl Sacco
Town Clerk	Sherrie L. Jacobs
Secretary to the Supervisor	Lisa Houston
Account Clerk	Mary Plonski
Public Works Superintendent	Tom DeLamarter

**GUESTS:** **Country Courier** Elizabeth Einstein

Governor's Office of Storm Recovery	Suzanne Barclay
Conklin Vol. Fire Dept.	Bill Gorman
Conklin Vol. Fire Dept.	Paul Jacobs
Air Temp	Stu Secord
Air Temp	Richard Breault
	Laurie Francisco
	John Colley

**OLD BUSINESS:**

**UPDATE/RISING COMMUNITY GRANT/SUZANNE BARCLAY**

Suzanne Barclay, from the Governor's Office of Storm Recovery, presented an update to the Board regarding the status of the Rising Community Grant. Ms. Barclay replaces Julie Sweet in this position with the New York State Department of State.

She stated that the Town had set three goals:

- Stillwater Road Drainage Project – She stated that there was an issue with sewage with a mobile home park in the area, which required a meeting and determination by the DEC (New York State Department of Environmental Conservation). She stated that the owner of the mobile home park is working to meet the DEC's requirements.
- Powers Road Evacuation Route – Ms. Barclay stated that this project is at a standstill because the chosen site involves wetlands.
- Construction of a new Community Center

Ms. Barclay stated that she feels the Stillwater Road project could move forward, although she expressed concerns about some borings that may require permission from the railroad company. She stated that the former cost estimate for this project was \$314,000 and suggested asking Town Engineers Griffiths Engineering for an updated cost estimate.

Ms. Barclay stated that the Evacuation Route is at a standstill because the chosen site is not viable.

Ms. Barclay stated that the proposed plan for a new Community Center included purchasing ten acres at a site in the Broome Corporate Park and constructing a 10,000 square foot building for sheltering in an emergency and for use as a Community Center, as well as office space for the Parks Department and possibly for the Highway Department. Mr. Dumian stated that the site proposed initially is "not a viable site." Mr. Francisco stated that the Board "would need a firm dollar amount for the cost of the property." He added that the Town needs an emergency shelter

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with cots, and other emergency supplies, so that it doesn't overwhelm the Fire Department's space in the event of another Town-wide emergency. Mr. Dumian stated that the site in question is near the Broome County solar panels, which would make it neither "presentable or attractive" as a site of outreach to the public. Other proposed sites have had issues with the presence of wetlands or a lack of a viable deed.

Ms. Sacco stated that it appears that the Board wants to pursue all three original projects, with location being the variable. Mr. Dumian suggested that the Powers Road to Shaw Road area might be feasible for both the evacuation route and the new Community Center. Conklin Fire Chief Bill Gorman asked to address the Board. He stated that he agreed that any evacuation route should be moved away from Powers Road because it is in the flood plain. Chief Gorman stated that "education is more important" than an evacuation route, however, since a major problem is getting people to leave their homes in the event of an emergency, even with better warning systems in place. Mr. Dumian agreed that the Town had "more awareness" of the impending flood in 2011 than it had in 2006.

Mr. Dumian asked if the Town can change projects with the grant money that has already been allotted and Ms. Barclay stated that the Town can do this if it so desires. She added that the conceptual engineering has already been completed. Mr. Dumian stated that he is interested in re-locating at least some of the Town's operations out of the flood area. Ms. Barclay stated that the Town has allocated \$1.4 million for a 10,000 square foot Community Center, and \$350,000 for the Stillwater Road Drainage Project, leaving \$2.6 million for either an evacuation route or a new project, such as moving the Town's operations. Mr. Boyle asked if there are deadlines for the use of these funds and Ms. Barclay stated that the Rising Community Committee is scheduled to reach "sunset" by September of 2019, but added that the Committee has requested an extension beyond this date. Ms. Sacco stated that Griffiths Engineering was only approved for one of these projects (the Stillwater Road Drainage Project), so the Town would need to do a Request For Quotes (RFQ) so that Griffiths Engineering could apply to be the engineer on the other two projects.

**MINUTES: JANUARY 10, 2017 REGULAR TOWN BOARD MEETING**

Mr. Francisco moved to approve the January 10, 2017 Regular Town Board Meeting minutes as presented.

Seconded by Mr. Boyle.

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

**CORRESPONDENCE:**

None.

**PUBLIC COMMENTS:**

None.

**NEW BUSINESS:**

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**DISCUSSION/APPOINTMENT OF COUNCILPERSON TO FILL VACANT SEAT**

Mr. Dumian stated that he would like to fill the vacant seat on the Town Board created when he was elected to the position of Town Supervisor. He suggested appointing William Farley, who ran unsuccessfully for the position of Town Councilperson in the 2016 General Election. Whoever is appointed would serve for a one-year appointment for 2017 and would have to run in the 2017 General Election to finish Mr. Dumian's four-year term, which would end December 31, 2018, and then would also have to run in the 2018 General Election for a four-year term, if he or she wished to do so. Mr. Dumian stated that this is not a party-bound seat, meaning it is not a requirement that the seat be filled by someone registered with the same political party as the person who previously held the now vacant seat. He added that Mr. Farley, however, has shown an interest in changing his registration from an independent party to the Republican Party, which would be the same as that of the person who formerly held the seat.

Mr. Platt questioned whether the Board should appoint Mr. Farley or look for five or six applications for the position. He suggested contacting members of the Planning Board and Zoning Board of Appeals to see if there is any interest in serving on the Town Board, as these people would bring experience in working within the government. Mr. Dumian stated that he feels Mr. Farley should be appointed because he showed enough interest to campaign and seek the office. Mr. Francisco agreed with Mr. Dumian, as did Mr. Boyle, who stated that his second choice, if Mr. Farley declined, would be to approach the other two Boards in the Town to see if anyone is interested.

**RESO 2017-23: APPOINT WILLIAM FARLEY/TOWN COUNCILPERSON/VACANT SEAT/ONE-YEAR UNEXPIRED TERM/2017/EFFECTIVE IMMEDIATELY**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin appoints William Farley to the position of Town Councilperson to fulfill a one-year term for 2017 in the unexpired term of William Dumian, Jr., who is now Town Supervisor, and whose Town Councilperson term of office would have expired December 31, 2018. This appointment is effective immediately.

Seconded by Mr. Boyle.

VOTE: Boyle – Yes, Platt – No, Francisco – Yes, Dumian – Yes. Motion carried: 3 – Yes, 1 – No.

**DISCUSSION/CREATE NEW CIVIL SERVICE TITLE POSITION/BUILDING & CODE INSPECTOR AND DOG CONTROL OFFICER/ABOLISH POSITIONS**

Mr. Dumian stated that combining the positions of Code Officer and Dog Control Officer will save the Town \$18,000 per year and will increase the level of service. He stated that he has been working with Broome County Personnel Office to create the new position that combines job titles and added that it will be a civil service title, with the requirement of scoring well on the civil service test. Mr. Dumian stated that the candidate for the new position, Nick Vascello is "well aware" of this requirement. He stated that there is another resolution to be considered later in tonight's meeting which would eliminate the four separate positions that will be covered by the new combined position. Ms. Sacco reiterated that the reasons for doing so are to save the Town money and provide more efficient coverage, not to punish anyone in any of the positions, and therefore not subject to be contested under Article 76. Mr. Dumian stated that the shared



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NOW THEREFORE BE IT RESOLVED, the Board hereby determines it shall be in the best interests of the Town of Conklin and its residents for purposes of economy, efficiency, consolidation, or otherwise, to abolish one (1) Dog Control Officer position, one (1) Town Engineer- Part Time position, one (1) Building and Code Inspector position, and one (1) Building Inspector- Part Time position, effective February 28, 2017, at 11:59 P.M., pursuant to Civil Service Law Section 80;

BE IT FURTHER RESOLVED that the Supervisor of the Town of Conklin or his designee, shall be authorized to take whatever necessary action to be in accordance with Civil Service Law and shall provide any notifications as may be required by law; and

RESOLVED that this resolution shall take effect immediately.

Resolution Adopted: ALL AYE

**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 January 24, 2017. Said resolution was adopted by the following roll call vote:**

Supervisor	William Dumian, Jr.	YES
Councilman	Charles Francisco	YES
Councilman	Dell Boyle	YES
Councilman	Willis M. Platt	YES
Councilman	Vacant	

**Dated: January 24, 2017**

**Town of Conklin Seal**

\_\_\_\_\_  
**Sherrie L. Jacobs Town Clerk of the Town of Conklin**

**RESO 2017-25: CREATE NEW CIVIL SERVICE TITLE POSITION/BUILDING & CODE INSPECTOR AND DOG CONTROL OFFICER/EFFECTIVE 1-30-2017**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin creates a new Civil Service Title position of Building and Code Inspector/Dog Control Officer, at a pro-rated salary of \$40,000.00 per year, effective January 30, 2017.

Seconded by Mr. Platt.

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

**RESO 2017-26: APPOINT NICHOLAS VASCHELLO//PROVISIONAL APPOINTMENT/BUILDING & CODE INSPECTOR AND DOG CONTROL OFFICER**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin appoints Nicholas Vascello as a provisional appointment to the position of Building and Code Inspector/Dog Control Officer, effective January 30, 2017.

Seconded by Mr. Platt.

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

It is understood that Mr. Vascello must take the Civil Service Exam for his position.



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**RESO 2017-27: APPROVE TERMINATION/INTERMUNICIPAL AGREEMENT/DOG CONTROL SERVICES/TOWN OF VESTAL/EFFECTIVE 3-1-2017**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the termination of the Intermunicipal Agreement with the Town of Vestal to provide Dog Control services, effective March 1, 2017.

Seconded by Mr. Francisco.

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

Mr. Dumian stated that he spoke with Councilwoman Elizabeth Rounds from the Town of Binghamton regarding the possibility of a 60-day Temporary Agreement that would allow Nicholas Vascello, Dog Control Officer for the Town of Binghamton prior to being hired by the Town of Conklin as Building and Code Inspector/Dog Control Officer, to provide Dog Control services to the Town of Binghamton while their Board searches for a replacement for Mr. Vascello. Mr. Dumian stated that the cost to the Town of Binghamton for Mr. Vascello's services would be \$400 per month for 60 days, or \$800 total.

Mr. Dumian stated that in 2016, the Town of Binghamton took eight dogs to the Front Street Dog Shelter and the Town of Conklin took thirteen dogs. The Town of Conklin pays approximately \$8,000 per year to the Front Street Dog Shelter, regardless of the number of dogs taken there. Mr. Boyle suggested that the Town research the possibility of a long-term agreement with the Town of Binghamton to ask the Dog Shelter to form an agreement with the two Towns combined, to decrease the cost of utilizing the Shelter, since so few total dogs are taken to the Shelter. A discussion ensued regarding responsibilities of the Dog Control Officer – running dogs, lost dogs, delinquent dogs, etc.

**RESO 2017-28: APPOINT CHARLES FRANCISCO/DEPUTY SUPERVISOR/EFFECTIVE 1-1-2017/\$750 PER YEAR**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin appoints Charles Francisco to the position of Deputy Supervisor at a salary of \$750.00 per year, effective January 1, 2017.

Seconded by Mr. Platt.

VOTE: Boyle – Yes, Platt – Yes, Francisco – Abstain, Dumian – Yes. Motion carried: 3 – Yes, 1 – Abstain.

**RESO 2017-29: TABLE APPROVAL OF 2017 TOWN COMMITTEE LIAISONS UNTIL FEBRUARY 14, 2017 MEETING**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin tables the approval of the 2017 Town Committee Liaisons until the February 14, 2017 Town Board meeting.

Seconded by Mr. Francisco.

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

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**RESO 2017-30: AUTHORIZE MONTHLY CELL PHONE REIMBURSEMENT/\$40 PER MONTH/W. DUMIAN, JR./C. FRANCISCO/J.M. AYRES/L. GREGORY/T. DELAMARTER/C.CASEY/N.PLATT**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes a monthly cell phone reimbursement in the amount of \$40.00 per month to be paid in 2017 to the following: William Dumian, Jr., Charles Francisco, J. Marshall Ayres, Laurie Gregory, Thomas DeLamarter, Colin Casey, and Nicholas Platt.

Seconded by Mr. Platt.

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

Ms. Sacco explained that the rule of necessity applies in this situation, in which several Board members could have a conflict of interest, but because the majority could have a conflict, no one has a conflict, because the vote is necessary to conduct the business of the Town.

**RESO 2017-31: AUTHORIZE PAYMENT/2016 BILL LIST/\$19,639.83**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following 2016 Bill List in the total amount of \$19,639.83:

General	\$ 5,759.02
Highway	955.40
Light Districts	2,449.83
Sewer District	701.26
Water District	2,857.33
Water District 6	<u>6,916.99</u>
<b>Total</b>	<b>\$19,639.83</b>

Seconded by Mr. Platt.

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

**RESO 2017-32: AUTHORIZE PAYMENT/2017 BILL LIST/\$218,218.23**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following 2017 Bill List in the total amount of \$218,218.23:

General	\$ 78,588.07
Highway	35,961.95
Sewer Districts	3,410.20
Water District	6,685.01
Water District 6	1,599.00
Non-Budget	<u>91,974.00</u>
<b>Total</b>	<b>\$218,218.23</b>

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Seconded by Mr. Platt.

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

**RESO 2017-33: RATIFY PAYMENT/CNY POMEROY APPRAISERS, INC./JOHNSON**  
**OUTDOOR SUMMARY APPRAISAL REPORT**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #11908, account code A1355-4, in the amount of \$4,500.00 to CNY Pomeroy Appraisers, Inc., for the Johnson Outdoor Summary Appraisal Report approved with RESO 2016-146.

Seconded by Mr. Boyle.

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

**RESO 2017-34: AUTHORIZE MODIFICATION/STATED FROM AND TO BUDGET**  
**LINES/AS OF 12-31-2016**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes modification of the stated From and To Budget lines as of December 31, 2016:

A1990-4-400 Contingency	-\$4,100.00	A1355-4-400 Assessor Contractual	\$4,100.00
A1670-4-400 Central Planning	\$ - 47.00	A1650-4-400 Central Communications	47.00
A5182-4-400 Garage Contractual	-55.00	A5010-4-400 Superintendent of Highway	55.00

Seconded by Mr. Boyle.

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

**RESO 2017-35: INCREASE MAXIMUM NUMBER OF HOURS PER**  
**WEEK/NICHOLAS PAPPAS**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin increases the number of hours per week that Nicholas Pappas is authorized to work from six hours to twelve hours.

Seconded by Mr. Francisco.

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

**RESO 2017-36: RATIFY MEDICAL ABSTRACT PAYMENTS/2016**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies the medical abstract payments for 2016, account codes A9060.802, DA9060.802, and SW9060.802 (see attached).

Seconded by Mr. Francisco.

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

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**CONTINUED DISCUSSION OF EMPLOYEE POLICY MANUAL**

The Board returned to the discussion of the Employee Policy Manual which they had begun in the Work Session prior to the Regular Town Board Meeting. On page 13, in Article 16 – Health Care Benefit Pools for Employees, in Sections 1 and 2, the words “Full Time” Elected Officials were specified. In Section 2, the following words were added to read: “The participation of the retired Town employees *and Retired Full Time Elected Officials* shall be at the ‘single’ level limited to a maximum of \$100,000 per year, even if that retiree has a two-person or family health care plan.” On page 14, Section 3, it was specified that the health care benefit pools for Part-Time Elected Officials refers only to **currently serving** Part-Time Elected Officials. That section also clarifies that Part-Time Elected Officials can participate in either Town-offered Health Insurance OR in the Health Care Benefit Pools but NOT BOTH.

Page 14, Section 4, b1, adds the following: “Reimbursement of Self health insurance payments made by a Town employee or elected official will be eligible for reimbursement only if that employee or elected official does not have Town Health Insurance, and is limited to the amount of Pool limits.” If an employee or elected official has Town Health Insurance, that person cannot submit premiums for a different insurance coverage to health care benefit pools.

Ms. Sacco stated that on page 4, Article 2, “Definitions,” the following sections should be added for clarification: 3a) Part-Time Elected Officials; 3b) Full-Time Elected Officials; and 3c) Retired (as opposed to losing an election and not being re-elected).

**LITIGATION/WATER & SEWER BILL**

Ms. Sacco stated that she pursued litigation, at the Town Board’s request, against Anthony Fischetti for unpaid water and sewer bills, adding that it cost the Town \$600 to prosecute and obtain a judgment. Broome County foreclosed on the property for unpaid taxes, so no money was obtained from the judgment. Mr. Fischetti currently owes \$1,644.19. Ms. Sacco asked if the Board wants her to pursue a second litigation to try and recover the funds, adding that holding a hearing for tenants in unpaid water and sewer bill situations is her recommendation, moving forward. The Board opted to not pursue any further litigation in this case.

**RESO 2017-37: STOP FURTHER LITIGATION/ANTHONY FISCHETTI/DELINQUENT WATER & SEWER BILLS/AUTHORIZE BOOKKEEPER TO WRITE OFF LOSS AMOUNT**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin stops further litigation against Anthony Fischetti for delinquent water and sewer bills and authorizes the Town Bookkeeper to write off the loss amount, account codes 2006-0 and 1145-0.

Seconded by Mr. Francisco.

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

**LIGHT SURVEY/NYSEG**

Mr. Francisco stated that he has submitted the non-working lights on the Light Survey to NYSEG to be repaired, adding that the Town’s Service Contract with NYSEG is Service Contract #3. Mr. Francisco stated that the Town cannot repair poles owned by NYSEG unless it

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pays NYSEG for salvage parts and obtains a right-of-way, adding that this is “very expensive to pursue.”

**ASSOCIATION OF TOWNS AND VILLAGES DINNER**

Mr. Francisco asked about payment for the Association of Towns and Villages Dinner to be held on January 26, and was informed that the Town will provide a voucher to pay for the dinners. Mr. Francisco, Mr. Dumian, and Mr. Boyle will attend. Mr. Francisco also asked about purchasing business cards and Mr. Dumian stated that the Town will order business cards.

**“CHICKEN LAW”**

Mr. Francisco stated that he discussed the ongoing issue of the “Chicken Law,” and agrees that it should benefit the majority of residents, with requirements for maintenance, set back, and lot size.

**SOUND SYSTEM/RECORDER/BOARD ROOM**

Town Clerk Sherrie Jacobs stated that she has a bill from sound technician Bob Dengler, who asked if the Board is satisfied with the work he has done on the sound system in the Board room. The Board determined that it is still hard to hear in the back of the room when the heat or air conditioner is running. The Board would like Mr. Dengler to come to the February 14 Town Board meeting to try and adjust the system further. Ms. Jacobs will contact Mr. Dengler.

Ms. Jacobs also asked the Board’s permission to purchase a new recorder for the purpose of recording the Town Board meetings as an audio record. She has been borrowing a small recorder from BlueStorm Technologies, the Town’s IT provider, which cost approximately \$110. It was suggested that Ms. Jacobs speak with Windsor Town Clerk Barbara Miller, who has a recorder that works very well for Board meetings and then choose a recorder to purchase.

**RESO 2017-38: AUTHORIZE TOWN CLERK/PURCHASE NEW RECORDER FOR TOWN BOARD MEETINGS/NOT TO EXCEED \$200**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Town Clerk to purchase a new recorder for Town Board meetings, at an amount not to exceed \$200.

Seconded by Mr. Boyle.

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

**TOWN E-MAIL ADDRESSES/TOWN BOARD MEMBERS**

Ms. Jacobs stated that BlueStorm Technologies has inquired whether or not the members of the Town Board want Town e-mails for their Board work, rather than using their personal e-mail addresses, since e-mail is subject to FOIL (Freedom of Information Law) requests. The mailboxes would cost \$45 per mailbox per year. The Board agreed that they do not feel this is necessary.

**REGULAR TOWN BOARD MEETING**

**JANUARY 24, 2017**

**SALES TAX**

Mr. Dumian reported that the Town received its sales tax payment from Broome County in an amount of \$39,900, which he added is more than the Town had budgeted.

**TOWN-WIDE PUBLICATION**

Mr. Boyle asked if there is an update on cost of a potential Town-wide publication to update residents on news and events of the Town. Elizabeth Einstein, Editor of the **Country Courier**, stated that she and her husband will present information regarding this project at the February 28 Work Session, prior to the Regular Town Board Meeting. Ms. Einstein stated that such a publication would be sent to more than 2,000 homes, perhaps quarterly, at a cost of approximately 13 cents per paper. She added that this is less than the cost of mailing the Town Newsletter, and added that there would be no charge for the layout.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Boyle. The meeting adjourned at 8:10 P.M.

Respectfully submitted,

Sherrie L. Jacobs  
Town Clerk