

WORK SESSION
NOVEMBER 28, 2017

The Town Board of the Town of Conklin held a Work Session at 5:30 P.M. on November 28, 2017, 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
	Crew Leader	Tom DeLamarter
GUESTS:	Country Courier	Elizabeth Einstein
		Laurie Francisco
		Peter J. Motsavage
		John Colley
		LeRoy Jenkins

BUILDING MAINTENANCE

Mr. Dumian stated that the Town needs to have a person who is responsible for building maintenance, adding that Highway Superintendent Brian Coddington is interested in hiring a General Laborer, who might also serve as the Building Maintenance person. He discussed the problems associated with hiring someone who does not already work for the Town, citing the \$28,000 it cost to have the exterior of the Castle painted, because of the requirement of paying prevailing wage. Another major concern is the Castle part of the Town Hall, where Mr. Dumian stated the building is “losing structure inside and out.” He also spoke about the length of time it has taken to get a transfer switch installed for the generator at the Town Hall, adding that this project should finally be started next week. It was noted that the roof on the new part of the Town Hall is fifteen years old and needs to be reconditioned.

Mr. Dumian, who stated that there is \$61,000 in the building fund, stated that the Town is in “reactionary mode” in regard to taking care of its buildings, when it should be proactive. He stated that the Town “needs a solution” for taking care of general maintenance, adding that an experienced person is needed to handle painting, patching, light plumbing, etc. Mr. Farley asked what qualifications would be required for this position and Mr. Dumian replied, “Handyman.” Town Attorney Cheryl Sacco stated that the Broome County Personnel Office has multiple job titles that might cover this position and suggested that the Board look at what the County already has in terms of job titles. Mr. Farley commented that the Town “must maintain the physical plant.” Mr. Dumian agreed, stating the Town must “think forward.”

Mr. Dumian asked Mr. Boyle about the roof on the Community Center. Mr. Boyle responded that the Town “can keep patching it – it is not leaking inside.” Mr. Platt added that the soffit leaks.

Secretary to the Supervisor Lisa Houston commented that there are bees in the wall of the Castle. Mr. Platt stated that the queen bee should be moved and the rest of the hive will follow. The Board discussed the possibility of restructuring the inside of the Castle to one floor. Mr. Dumian stated that he would love to see the Castle fully restored and will be reaching out to grant writers in 2018 to seek funding. Mr. Boyle commented that one of the bathrooms in the Castle is “coming to the end of its life.”

GENERAL LABORER

Mr. Dumian reiterated that Mr. Coddington would like to hire a General Laborer, who could perhaps serve as a floater to work in other departments when he wasn’t needed in the Highway Department. It was decided that this position would be full-time with the Highway Department

WORK SESSION
NOVEMBER 28, 2017

and the individual would be sent to other departments as needed, if the Town decides to hire someone for this position.

PAID FAMILY LEAVE ACT

Mr. Dumian stated that Jennifer Conway, Executive Director of the Greater Binghamton Chamber of Commerce, spoke at the last meeting of the Upstate Association of Towns regarding the Paid Family Leave Act. She stated that this program is only funded for three years. Mr. Dumian stated that after three years, the Town would assume the cost of the program, which he stated would be a problem financially. He stated that it is hard to take away a benefit from employees once they have it. Mr. Dumian stated the Town pays The Hartford Company for disability insurance, and, in addition, employees are offered the opportunity to purchase disability insurance from Aflac. He stated that if there is no support for this program financially, he feels the Town should opt out. Ms. Sacco stated that the Town will need a resolution to opt out and a letter and appropriate forms will need to be sent to the Workmen's Compensation Board. She added that the Town can opt in at a later date if it so chooses.

COMMUNITY & WELLNESS CENTER

Mr. Dumian stated that an article in the Saturday edition of the **Press & Sun Bulletin** raised some questions about the Community and Wellness Center to be constructed in the Broome Corporate Park. He stated that not all of the \$4.3 million cost of the project will be funded by the Town of Conklin Rising Communities Grant, as was indicated in the newspaper article. He stated that the Town's share is \$1.8 to \$2.1 million.

Mr. Dumian stated that Lourdes Hospital, through Ascension Health, approached The Agency (Broome County Industrial Development Agency) to work with them to construct a health care facility in Conklin. The Town of Conklin wanted to work with The Agency to move its Community Center out of the flood zone, as the current building has been flooded twice. Mr. Dumian stated that he also pointed out the need for day care, as the Before and After School Program at the Conklin Presbyterian Church no longer exists, having been financially impacted by the loss of 141 homes from the two major floods to hit the Town in the last 11 years.

Mr. Dumian stressed that the Town "followed the correct procedure to a T," adding that he "does not want to see negativity around this project," calling the questioning "politics as usual." He stated that the Town needs help from larger agencies for projects of this size. Mr. Dumian stated that bids are currently out for Architectural and Engineering services and for Construction services for the project. He stated that he has asked for 5,500 to 6,000 square feet for the new Community Center, as opposed to the 3,300 square feet in the current plans. Mr. Boyle asked who would be responsible for maintenance on the facility and Mr. Dumian replied that the exterior of the facility would be the responsibility of The Agency, which will own the building, and the interior will be the responsibility of the Town, which will be leasing the space from The Agency.

TOWN JUSTICE

Mr. Dumian stated that the new Town Justice, Beth Marshall, will have a start date of November 27, and will be in Albany for training from December 11 through the 15. He stated that she has been observing acting Justice Frederic Stapleton and has been working with Court Clerk Laurie Gregory to learn procedures. Mr. Dumian stated that Ms. Marshall has shown "great interest" in preparing for the position of Town Justice.

TOWN HALL SECURITY

Security in the Town Hall was discussed, including placement of cameras and locks. It was suggested that perhaps doors could be installed in each hallway to keep people attending Court in the area designated for the Court. Ms. Sacco stated that the Office of Court Administration (OCA) has grant money for security measures and suggested that the Town have the OCA do an evaluation of the Town Hall.

REGULAR TOWN BOARD MEETING
NOVEMBER 28, 2017

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on November 28, 2017. 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
Crew Leader Tom DeLamarter

GUESTS: Country Courier Elizabeth Einstein
Laurie Francisco
Peter J. Motsavage
John Colley
LeRoy Jenkins

MINUTES: NOVEMBER 14, 2017 REGULAR TOWN BOARD MEETING

Mr. Francisco moved to approve the November 14, 2017 Regular Town Board Meeting minutes as presented.

Seconded by Mr. Farley.

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

REPORT: CODE OFFICE

Code Officer and Dog Control Officer Nick Vascello reported that fire inspections are on track, with 33 completed and 46 more to complete before March 2018. He stated that his office has been busy issuing building permits as well.

REPORT: HIGHWAY DEPARTMENT

Highway Superintendent Brian Coddington stated that he has three vehicles he would like to have declared surplus and list on Auctions International, reserving the right to refuse any bid.

Mr. Coddington stated that he wants to purchase a new truck in 2019 but will need to make a Commitment to Buy before the truck will be built. Ms. Sacco will bring a resolution authorizing the borrowing of funds for the new truck to the December 12 Town Board meeting, along with the required notices. She stated that this will “piggyback” on the Onondaga County Bid. Mr. Coddington stated that he will get the five year warranty on the truck but not the “after treatment” warranty. He stated that Truck #42, a 2001 Volvo, is to be replaced by the new truck, adding that the recommended replacement cycle for highway vehicles is seven years, and the Volvo in question is 16 years old. He will pick up the new truck currently being built in late November.

Mr. Coddington stated that block for the new salt barn will be delivered in December. He stated that the salt is purchased from Cargill Salt, but delivered by JVA De-Icing, which he stated is a huge cost savings, rather than sending a Town truck to Lansing to pick up the salt.

REPORT: WATER & SEWER & PARKS

Crew Leader Tom DeLamarter, who is in charge of the Water and Sewer and Parks Department, reported that there is a problem at Sewer Station 3 on Carlin Road. He stated that the pipe elbows on the pump set are worn out and must be replaced, noting that two different companies have looked at the situation. He stated that workers will have to work in a confined space to fix

REGULAR TOWN BOARD MEETING
NOVEMBER 28, 2017

the problem and the sewer station will have to be shut down for one or more days. Mr. DeLamarter stated that this is an emergency situation.

Mr. DeLamarter reported that the Health Department inspection went well, with the water stations, tanks, and backflow inspections all meeting approval. He stated that the PESH inspection also went very well, adding that PESH conducts inspections on a rotating schedule.

Mr. DeLamarter reported that the address sign for the Community Center is completed and should be installed this week. He stated that one burial was done at Shawsville Cemetery.

PUBLIC COMMENTS:

None.

OLD BUSINESS:

COMMUNITY & WELLNESS CENTER

Mr. Dumian reiterated his comments from the Work Session, explaining that Ascension Health had contacted The Agency regarding the possibility of constructing a health facility in Conklin. He stated that the Town has followed proper procedure in working with GOSR (Governor's Office of Storm Recovery) to obtain funding for this project, adding that the Town's portion will be \$1.8 to \$2.1 million in grant funding.

TOWN JUSTICE

Mr. Dumian stated that the new Town Justice, Beth Marshall, is very excited about the new position and has been working with Court Clerk Laurie Gregory and has been observing acting Town Justice Stapleton. She will be attending training in Albany in December to prepare her for assuming the duties of Town Justice.

UPDATE/JVA DE-ICING

Mr. Dumian stated that JVA De-Icing has acquired easements to allow access from its storage area to the delivery area. The plan is to build a road from Progress Parkway to the back of the facility on Hardie Road, with the company coming before the Town Planning Board at its December meeting. Mr. Dumian stated that it will help the situation of truck traffic on Hardie Road but will not eliminate that traffic 100%. He stated that letters will be sent to residents that will be affected by this change of traffic flow. Mr. Dumian stated that the Town will "follow the correct process and the new site plan."

NEW BUSINESS:

RESO 2017-217: AUTHORIZE HIRING/CODY SMITH/HIGHWAY DEPARTMENT LABORER/EFFECTIVE DECEMBER 12, 2017/\$15.50 PER HOUR

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the hiring of Cody Smith to the position of Highway Department Laborer at a pay rate of \$15.50 per hour, effective December 12, 2017, with a \$1.00 per hour pay increase when he obtains his CDL (Commercial Driver's License).

Seconded by Mr. Francisco.

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

Mr. Platt called Mr. Smith an "upstanding young man," and Mr. Francisco called him "a great candidate."

REGULAR TOWN BOARD MEETING
NOVEMBER 28, 2017

RESO 2017-218: DECLARE SURPLUS/HIGHWAY EQUIPMENT/PLACE ON AUCTIONS INTERNATIONAL

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin declares as surplus the following vehicles from the Highway Department and authorizes placing them on Auctions International as is at the minimum listed bid amounts:

<u>Equipment</u>	<u>VIN#</u>	<u>Estimated Sales Price</u>
2000 Volvo Truck	4V5J32GF3YN8703088	\$15,000
2005 Case Tractor	HJH036831	\$ 5,000
1999 Bandit Chipper	4FMUS1614XR000467	\$ 4,000

Seconded by Mr. Platt.

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

OPEN ENROLLMENT BENEFITS

Secretary to the Supervisor Lisa Houston stated that the Open Enrollment period for Health Insurance Benefits is November – December. She will set up a meeting with insurance representative Tom Augustini for 11 A.M. on December 13 to discuss options with the Town employees and elected officials.

TOWN EMPLOYEE HOLIDAY PARTY

The annual Town Employee Holiday Party will take place at 12:00 on December 13, immediately after the insurance meeting. The elected officials will each pay \$20 toward chicken and salad for the party.

RESO 2017-219: RATIFY PAYMENT/U.S. POSTAL SERVICE/4TH QUARTER WATER & SEWER BILLING

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #13124, account codes SW8310.4 and SS1 8310.4, in the amount of \$306.00 to the U.S. Postal Service for postage for 4th Quarter Water and Sewer Billing.

Seconded by Mr. Boyle.

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

RESO 2017-220: AUTHORIZE PAYMENT/NOVEMBER 28, 2017 BILL LIST/\$29,367.10

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following November 28, 2017 Bill List in the total amount of \$29,367.10:

General	\$ 9,932.61
Highway	11,887.02
Light Districts	2,375.46
Sewer District	2,727.03
Water District	<u>2,444.98</u>
Total	\$ 29,367.10

REGULAR TOWN BOARD MEETING
NOVEMBER 28, 2017

Seconded by Mr. Farley.

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

RESO 2017-221: OPT OUT OF PROVIDING ADDITIONAL DISABILITY BENEFITS/SPECIFICALLY PAID FAMILY LEAVE BENEFITS

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin opts out of providing additional disability benefits, specifically Paid Family Leave benefits, and authorizes the Supervisor or his designee to provide necessary notices.

Seconded by Mr. Francisco.

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

It was noted that unpaid family leave is required by law.

PUBLIC COMMENTS:

None.

CHICKENS

Mr. Dumian asked the Board to come to the December 12 meeting prepared to make some decisions regarding the issue of allowing ownership of chickens in Conklin.

NYSEG/STREET LIGHTS

Mr. Francisco stated that he has contacted NYSEG (New York State Electric and Gas Corporation) regarding defective street lights in September, October, and November, and nothing has been done to date to repair the lights. He stated that the only response he gets is that “repair notices have been issued on these,” and asked that the Town send a letter requesting that something be done to correct the situation.

ROUTE 7 & POWERS ROAD INTERSECTION

Mr. Francisco stated that he thinks the Town should “push New York State to install an actual traffic signal” at the intersection of Route 7 and Powers Road, noting the increased traffic that is occurring in that area and that will continue to increase with commercial developments. Mr. Dumian will call his contact at the New York State Department of Transportation.

TRANSFER SWITCH AT TOWN HALL

Mr. Francisco stated that the new transfer switch for the generator at the Town Hall should be cycled under a load every six months.

HOLIDAY DATES

Town Clerk Sherrie Jacobs stated that the Town Hall will be decorated on November 29, and the tree at the Community Center will be decorated on December 6, in time for the Conklin Seniors Luncheon on December 7. The Beautification Corps will finish decorating the Community Center on December 13, in preparation for the Community Christmas Party on December 16. Mr. Dumian thanked the Conklin Business Association and the Conklin Beautification Corps for their work in preparing for the Christmas Party.

REGULAR TOWN BOARD MEETING
NOVEMBER 28, 2017

RE-PAVING ON ROUTE 7

Mr. Dumian stated that he contacted the NYS DOT regarding the milling and re-paving project on Route 7, which has not been completed and which has left rough “speed bumps” along a large section of the road. He stated that the DOT replied that it can mill down the patches better but will not be able to repave the road until 2018.

MAINES TRUCKS ON CORPORATE DRIVE

Mr. Dumian stated that he has received complaints regarding Maines trucks sitting on Corporate Drive between 6 and 7 A.M. He stated that he called Maines and stated that the Town needs to maintain traffic flow and cannot have these trucks sitting on Corporate Drive. He stated that the response he received from the Maines Corporation was that they “don’t have an answer.” Mr. Coddington stated that he has seen up to 25 trucks sitting on Corporate Drive waiting to get into the Maines receiving area. Ms. Sacco suggested checking the site plan to make sure the company is in compliance. Mr. Platt suggested having the Broome County Sheriff’s Department issue tickets.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Farley. The meeting adjourned at 7:20 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk