

**REGULAR TOWN BOARD MEETING**

**DECEMBER 11, 2018**

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on December 11, 2018, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided. The meeting opened with the Pledge of Allegiance.

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

Town Counsel	Cheryl Sacco
Town Clerk	Sherrie L. Jacobs
Secretary to the Supervisor	Lisa Houston
Highway Superintendent	Brian Coddington
Code Officer/Dog Control Officer	Nick Vascello
Crew Leader	Tom DeLamarter

**GUESTS:** **Country Courier** Elizabeth Einstein  
Conklin Vol. Fire Dept. Bill Gorman  
LeRoy Jenkins  
John Colley  
Tom Kelly

**MINUTES: NOVEMBER 27, 2018 WORK SESSION & REGULAR TOWN BOARD MEETING**

Mr. Farley moved to approve the November 27, 2018 Work Session and Regular Town Board Meeting minutes as presented.

Seconded by Mr. Platt.

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

**CORRESPONDENCE:**

Mr. Dumian acknowledged receipt of the renewal of the contract with Broome County for the Satellite DMV (Department of Motor Vehicles) to use space in the Conklin Town Hall in 2019. He also acknowledged receipt of a letter from Griffiths Engineering, listing their rates for 2019, adding that the engineering firm will be charging \$5.00 more per hour in the new year.

**PUBLIC COMMENTS:**

**REQUIRED INSURANCE COVERAGE/CANCER DIAGNOSIS/VOLUNTEER  
FIREFIGHTERS**

Bill Gorman, Fire Chief for the Conklin Volunteer Fire Department, Inc., spoke about a new unfunded mandate from New York State which requires the fire department to provide insurance coverage for firefighters who are exposed to carcinogens while fighting fires, making them more susceptible to developing cancer. Chief Gorman stated that the cost will be approximately \$200 per person, with approximately 9 to 10 people qualifying from the Conklin Fire Department. He asked if funding for the insurance coverage would be from the Town of Conklin and Mr. Dumian stated that the Fire Department, not the Town, is responsible for the \$1800 to \$2000 needed. Mr. Gorman stated that the Town of Kirkwood pays for both Five Mile Point Fire Department and Kirkwood Fire Department. Town Attorney Cheryl Sacco stated that situations differ in different municipalities, adding that a Public Hearing would be required in order to amend the 2019 Fire

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Protection Contract. Mr. Dumian stated. That this is another unfunded mandate handed down by New York State. Chief Gorman stated that the Fire Department will absorb the cost for 2019 and incorporate it into the 2020 Fire Budget.

**THANK YOU/TOWN HIGHWAY DEPARTMENT**

Chief Gorman thanked Highway Superintendent Brian Coddington and his crew for the Town's help during the last snowstorm, during which two fire trucks were stuck on unplowed Powers Road answering a fire call. Mr. Coddington sent a Town truck to plow out the two fire trucks, potentially preventing any damage to the vehicles.

**REPORT: SUPERVISOR'S OFFICE**

The Supervisor's Report is on file in the office of the Town Clerk.

**OLD BUSINESS:**

**COMMUNITY CENTER/DAY CARE/WELLNESS CENTER**

Mr. Dumian stated that he met last week with representatives from Ascension Health regarding the Wellness Center and Day Care Center. He stated that Ascension Health is "very committed" to the project. Mr. Dumian stated that he will meet with Ms. Sacco to discuss the lease agreement, adding that the plans are in the 75% completed phase. He stated that some trees on the property will be cleared this winter prior to the DEC (New York State Department of Environmental Conservation) needing to be concerned about environmental issues such as nesting sites for long-eared bats, since the trees in question are not currently tall enough to provide these nesting sites.

Mr. Dumian stated that he is committed to bringing senior housing (not low cost housing) to Conklin, adding that there has been discussion of utilizing land near the new proposed healthcare facility. He stated that the day care facility will operate at a low profit to loss, with Lourdes (Ascension Health) employees and Town of Conklin residents given first priority. The Town will be able to plow the roadway and clear sidewalks because it will be part of the complex with the Community Center and the reimbursement to the Town by Ascension Health will be written into the contract.

**STILLWATER ROAD DRAINAGE PROJECT**

Mr. Dumian stated that the Stillwater Road Drainage Project is "coming along nicely," adding that it is working well to drain excess water in the area. Mr. Boyle stated that the water table in the area has dropped four feet, adding that the project is 90% complete. He stated that the construction crew is awaiting delivery of the flapper valve, and will need to complete rough grading in the spring.

**AUGUST 2018 FLASH FLOODING**

Mr. Dumian reported that he met with FEMA (Federal Emergency Management Agency) representatives on December 7. He stated that Small Projects, those costing \$128,900 or less, are easier to get through the system, whereas larger projects take more steps. Mr. Dumian stated that when a site is mitigated, there must be significant damage to the site before FEMA will fund more than 10% of the cost over restoration to pre-existing conditions. He stated that replacement

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of the double pipe on Banta Road has been proposed as a potential project, adding that he does not think it will be approved by FEMA. Mr. Dumian stated that another issue is that the Town may have to pay 25 per cent of the cost of a project, since FEMA only pays 75 % of the cost. In past disasters, New York State has paid 12.5% and the Town has paid 12.5%, but currently New York State has not made a commitment to paying the 12.5 %.

**HIGHWAY DEPARTMENT UNIFORMS**

Mr. Dumian stated that although the cost savings of going to uniforms for the Highway Department is not as large as he had hoped, it is still a savings, and the Board gave Mr. Coddington approval to order uniforms.

**NEW BUSINESS:**

**RESO 2018-168: APPROVE GRIFFITHS ENGINEERING AS TOWN ENGINEERING FIRM/2019 RATES QUOTED IN CORRESPONDENCE LETTER**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves Griffiths Engineering as the Town Engineering Firm at the 2019 rates quoted in the correspondence letter.

Seconded by Mr. Francisco.

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

**RESO 2018-169: APPROVE TOWN SUPERVISOR/RENEW INTERMUNICIPAL AGREEMENT WITH BROOME COUNTY/SATELLITE DMV**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Town Supervisor, William Dumian, Jr., to renew the intermunicipal agreement with Broome County to provide space for the Satellite DMV office, Agreement CA3-164, for the term January 1, 2019, through December 31, 2019.

Seconded by Mr. Platt.

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

**RESO 2018-170: AUTHORIZE SUPERVISOR/MAINTAIN CHECKING & SAVINGS ACCOUNTS/NBT BANK/GENERAL & PAYROLL-TRUST & AGENCY & WATER-SEWER ACCOUNTS**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to maintain checking and savings accounts with NBT Bank for the General Account, Payroll/Trust and Agency Account, and the Water/Sewer Account for 2019.

Seconded by Mr. Francisco.

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

**RESO 2018-171: AUTHORIZE SECRETARY TO SUPERVISOR & ACCOUNT CLERK/TRANSFER FUNDS TO COVER 2019 BI-WEEKLY AMOUNTS**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Lisa Houston, Secretary to the Supervisor, and Mary Plonski, Account Clerk, to transfer funds from various Town of Conklin checking accounts to the Payroll/Trust & Agency Account to cover 2019 bi-weekly amounts only by approval.

Seconded by Mr. Francisco.

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

**RESO 2018-172: SET BI-WEEKLY PAY PERIODS TO RUN CONCURRENTLY FROM SATURDAY THROUGH FRIDAY/CHECK & DIRECT DEPOSIT DISTRIBUTED THE FOLLOWING WEDNESDAY**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin sets bi-weekly pay periods to run concurrently from Saturday through Friday, with check and direct deposit to be distributed the following Wednesday after the end of the pay cycle in 2019.

Seconded by Mr. Farley.

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

**RESO 2018-173: DESIGNATE COUNTRY COURIER/OFFICIAL TOWN NEWSPAPER/PRESS & SUN BULLETIN ADDITIONAL NEWSPAPER**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin designates the **Country Courier** as the Official Newspaper of the Town and the **Press & Sun Bulletin** as an additional newspaper, when determined necessary by the Town Board, for the year 2019.

Seconded by Mr. Farley.

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

**RESO 2018-174: AUTHORIZE HIGHWAY SUPERINTENDENT/USE HIGHWAY EQUIPMENT IN SPECIAL DISTRICTS IN 2019**

Mr. Francisco moved for the following resolution:

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Be It Resolved: that the Town Board of the Town of Conklin authorizes the Highway Superintendent to use Town Highway equipment in the Water Districts, Sewer Districts, Fire Protection District, Soil Conservation District, and in the Town Parks in 2019.

Seconded by Mr. Farley.

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

**RESO 2018-175: AUTHORIZE TOWN BOARD MEETINGS TO BE HELD SECOND TUESDAY AT 6:30 P.M. AND FOURTH TUESDAY AT 5:30 P.M. WORK SESSION AND 6:30 P.M. REGULAR MEETING**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Town Board meetings to continue being held on the second Tuesday of each month at 6:30 P.M. and on the fourth Tuesday of each month at 5:30 P.M. for the Work Session and at 6:30 P.M. for the Regular Meeting in the Town Hall during the year 2019.

Seconded by Mr. Boyle.

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

**RESO 2018-176: AUTHORIZE SHUT-OFF DATE FOR RECEIVING VOUCHERS AS 15<sup>TH</sup> AND 30<sup>TH</sup> OF MONTH**

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes a shut-off date for receiving vouchers as of the 15<sup>th</sup> and 30<sup>th</sup> of the month prior to the first and second meeting of the following month in 2019, with the exception of the last month of the Town of Conklin's fiscal year.

Seconded by Mr. Farley.

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

**RESO 2018-177: APPROVE PAYMENTS TO PRIOR INSPECTED 2019 COMMUNITY CENTER & PARK PERMIT DEPOSIT REFUNDS**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payments, account code A688, to prior inspected 2019 Community Center and Park Permit deposit refunds, with Community Center and Park Pavilion cleanup of rentals inspections to be performed by Thomas DeLamarter.

Seconded by Mr. Francisco.

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

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**RESO 2018-178: AUTHORIZE MONTHLY CELL PHONE REIMBURSEMENT/\$40 PER MONTH/CERTAIN OFFICIALS & EMPLOYEES/TOWN OF CONKLIN**

Mr. Farley 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 William Dumian, Jr., Charles Francisco, Beth Marshall, Daniele Vick, Tom DeLamarter, Colin Casey, and Nick Platt for the year 2019.

Seconded by Mr. Boyle.

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

**RESO 2018-179: AUTHORIZE ADVERTISING/COUNTRY COURIER/"SEASONAL LIMITED-USE HIGHWAYS"/ALTA, LAWRENCE, AND RIVER**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes advertising in the **Country Courier** "Seasonal Limited-Use Highways" for the entire length of Alta Road, the entire length of Lawrence Avenue, and a portion of River Boulevard.

Seconded by Mr. Francisco.

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

**RESO 2018-180: AUTHORIZE PAYMENT/BILL LIST/12-11-2018/\$26,777.68**

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, dated December 11, 2018, in the total amount of \$26, 777.68:

General	\$ 12,977.41
Highway	13,219.17
Sewer Districts	16.98
Water Districts	<u>564.12</u>
<b>Total:</b>	<b>\$ 26,777.68</b>

Seconded by Mr. Farley.

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

**RESO 2018-181: AUTHORIZE MODIFICATIONS OF STATED FROM AND TO BUDGET LINES/AS OF 12-11-2018**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes modifications to the stated From and To Budget Lines as of December 11, 2018 (see attached).

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Seconded by Mr. Platt.

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

**RESO 2018-182: AUTHORIZE APPROPRIATION/UNANTICIPATED REVENUES**

Mr. Farley 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. Boyle.

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

**RESO 2018-183: AUTHORIZE ADVERTISING/TOWN'S 1999 PORTABLE WOOD/BRUSH CHIPPER & TOWN'S 2002 VOLVO DUMPTRUCK**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes advertising of the Town's 1999 Portable Wood & Brush Chipper, as is, at a minimum bid amount of \$15,000, and advertising of the Town's 2002 Volvo Dump Truck, as is, at a minimum bid amount of \$15,000 with Auctions International.

Seconded by Mr. Platt.

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

**RESO 2018-184: APPROVE RE-APPOINTMENT/ELIZABETH EINSTEIN/ZONING BOARD OF APPEALS/1-1-2019 – 12-31-2023**

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the re-appointment of Elizabeth Einstein as a member of the Zoning Board of Appeals for a five-year term to run from January 1, 2019, through December 31, 2023.

Seconded by Mr. Farley.

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

**RESO 2018-185: APPROVE RE-APPOINTMENT/LYLE FASSETT/PLANNING BOARD/1-1-2019 – 12-31-2023**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the re-appointment of Lyle Fasset as a member of the Planning Board for a five-year term to run from January 1, 2019, through December 31, 2023.

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Seconded by Mr. Farley.

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

**RESO 2018-186: APPROVE RE-APPOINTMENT/COUGHLIN & GERHART, LLP/AT**  
**EXISTING RATE/LEGAL COUNSEL/2019**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the re-appointment of Coughlin & Gerhart, LLP, as the Town’s legal counsel for the year 2019, at the existing rate.

Seconded by Mr. Platt.

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

**PUBLIC COMMENTS:**

None.

**VEHICLE FOR CODE OFFICE**

Mr. Francisco stated that he favors buying a Chevy Traverse as the new vehicle for the Code Office/Dog Control Office because the lower height of the Traverse would make it easier to load dog cages. He stated that this vehicle costs \$26,000 to \$27,000.

**CHRISTMAS CELEBRATIONS**

Town Clerk Sherrie Jacobs reminded those present that the Town/Conklin Business Association Children’s Christmas Party will be held on December 15, from 1 to 3 P.M. at the Community Center, and the Town Employee Party will be held on December 19 from 12 to 3 P.M. at the Town Hall.

**NEW ASSISTANT YOUTH COMMISSIONER & YOUTH COMMISSION**

Mr. Farley stated that the new Youth Commission held its first meeting. Mr. Dumian stated that he is excited about the new Youth Commission and the new Assistant Youth Commissioner and the new ideas they will bring to the Town sports programs. He stated that the Booster Club also has a new President and added that there is a lot of excitement over the program and needed changes are being made. Mr. Dumian stated that there are 35 children in the basketball program. Mr. Dumian stated that Justin Parker, the new Assistant Youth Commissioner, will focus on recruitment and on advertising and promoting the Town sports programs, adding that Mr. Parker “is already getting people involved.” Improvements will also be made to the Town website to make it easier for parents to register their children for programs and to keep up with information about the programs. Mr. Farley stated that there are currently 60 children in the wrestling program, which will be returning to Conklin. He stated that the recent wrestling tournament raised between \$5,000 and \$6,000 for the program. Mr. Dumian called it “good team effort.”



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**PLAQUE FOR SV FOOTBALL TEAM**

Secretary to the Supervisor Lisa Houston reported that the plaque the Town ordered to honor the SV Football Team on their recent NYS Championship has been ordered. Mr. Dumian will present the plaque to the team at a school board meeting to be held at 6:30 P.M. on December 19.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Farley. The meeting adjourned at 7:24 P.M.

Respectfully submitted,

Sherrie L. Jacobs  
Town Clerk