

WORK SESSION
NOVEMBER 10, 2020

The Town Board of the Town of Conklin held a Work Session at 6:00 P.M. on November 10, 2020, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided.

PRESENT: Town Board Members Boyle, Farley, Platt, Francisco, Dumian
Town Counsel Cheryl Sacco
Town Clerk Sherrie L. Jacobs
Highway Superintendent Brian Coddington
Water/Sewer/Parks Superintendent Tom DeLamarter

2019 AUDIT

Mr. Dumian stated that Mike Wolyniak, an independent auditor who retired from the New York State Comptroller's Office, will work with the Town Board to conduct a very short audit and submit the necessary forms to New York State. He stated that it will cost approximately \$1,000 for Mr. Wolyniak to work in the Town three or four hours per day, a savings of approximately \$12,500 from the cost of hiring an auditing firm. Mr. Wolyniak will be in the Town offices for a week in December.

YOUTH SPORTS

Mr. Dumian stated that Town Youth Sports are temporarily halted because the outdoor sports seasons have come to an end and Town Basketball cannot occur because outside groups are not allowed to use the gymnasiums in the schools. He added that school-age children are running practices and Susquehanna Valley Basketball games start in January 2021. Mr. Farley added that New York State has approved swimming and diving, but basketball and wrestling approval is undecided.

BUILDING REPAIR

Mr. Dumian stated that repairs to the Town Hall will focus on the roof and the heating system, adding that wall units and/or heat pumps may be part of the solution. He stated that the bond to build the Town Hall will be paid completely in 2021, freeing up some money for needed repairs. Mr. Dumian stated that he wants the Town to be proactive not reactive to problems. Parks/Water/Sewer Superintendent Tom DeLamarter will look into having the generators tested with a load, which usually costs approximately \$500.

HIGHWAY UPDATES

Mr. Dumian stated that the Town will look for a used excavator to assist with projects within the Town.

Highway Superintendent Brian Coddington stated that his crew will take down the trees at Schnurbusch Park that have been damaged by ash borers after they are done picking up leaves and removing damaged trees that will impact Town roads. Mr. Coddington stated that the gate at the park will also be repaired at that time.

Mr. Coddington stated that his crew is working on a box on one of the trucks. Mr. Dumian asked how the salt and sand budget looks and Mr. Coddington replied that his budget for road supplies is "in good shape," adding that it is helpful to have the new salt barn as storage for the salt. He stated that his department will need to look into purchasing new pickups in 2021.

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PARKS/WATER/SEWER UPDATES

Mr. DeLamarter stated that the dugouts at Schnurbusch Park will be completed in December. He stated that the Landfill building is completed. Mr. DeLamarter stated that the water tanks must be inspected every five years.

Mr. Francisco asked about wear and tear on the Town's mowing equipment, in light of all the mowing that has to be done on the Town's green spaces. Mr. DeLamarter replied that the wear and tear has been "not bad," adding that there is less mowing now that much of the green space property is leased for mowing and maintenance to Town residents. Mr. Dumian added that the Town will be submitting a bill to Broome County for mowing abandoned property.

CODE OFFICE UPDATE

Mr. Dumian stated that currently the Town Justice cannot issue bench warrants for Code violations, but she is researching this issue.

MOBILE DMV

Town Clerk Sherrie Jacobs stated that the return visit today from the Mobile DMV unit went very well, and the Mobile DMV will be returning to Conklin every Tuesday from 9 A.M. until 2:30 P.M. beginning December 1.

COMMUNITY & WELLNESS CENTER PROJECT

Mr. Dumian stated that he spoke with representatives from GOSR (Governor's Office for Storm Recovery) and was told that the Town is not responsible for any existing bills for the Community Center and Wellness Center project. He added that GOSR wants a definite answer within the next week about whether or not the Town is moving forward with this project, adding that he does not think it is feasible to continue at this time. Mr. Dumian will speak with the BCIDA (Broome County Industrial Development Agency) about viable options for the property on which the Community and Wellness Center was scheduled to be built.

"TAX DITCHES"

Mr. Boyle suggested that the Town research the possibility of creating "tax ditches" in low-lying parts of the Town. He explained that these are HOAs (Home Owners Associations) of approximately five property owners, who would be responsible through their taxes for maintenance of drainage ditches servicing their properties. Town Attorney Cheryl Sacco stated that this would mean the creation of a Special District, such as a Surface Water District. She will research this further. Mr. Farley asked what the DEC (New York State Department of Environmental Conservation) would think about this plan and Mr. Boyle replied that the DEC is "glad for the help."

REGULAR TOWN BOARD MEETING
NOVEMBER 10, 2020

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on November 10, 2020, 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
Water/Sewer/Parks Superintendent Tom DeLamarter
Code Officer Nick Pappas
Zoning Board of Appeals Arthur Boyle

GUESTS: Country Courier Elizabeth Einstein
Laurie Francisco
Mary Boyle
Dell Boyle II
John Colley
Peter J. Motsavage
Lisa Yingling
Ruth Yingling Susan Miner
Eric Yingling Ben Boyle
Scott Boyle Michael Yingling

MINUTES: OCTOBER 27, 2020 REGULAR TOWN BOARD MEETING

Mr. Francisco asked that the October 27, 2020 Regular Town Board Meeting minutes be clarified on page 7 under “Drainage Issues” to read that he asked if permission was required from the DEC to clean out a stream “that flows into a wetlands area.”

Mr. Francisco moved to approve the October 27, 2020 Regular Town Board Meeting minutes with the above clarification.

Seconded by Mr. Farley.

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

**PRESENTATION TO ARTHUR BOYLE/MORE THAN 50 YEARS OF SERVICE/
ZONING BOARD OF APPEALS**

The Supervisor presented a Certificate of Appreciation to Arthur Boyle for his more than 50 years of service to the Town as a member of the Zoning Board of Appeals, thanking him for his service, to a round of applause from those present. Mr. Boyle thanked the Town Boards and Zoning Board of Appeals members with whom he has worked over the years, noting that Mr. Dumian is the seventh Town Supervisor with whom he has worked. Mr. Boyle noted that his whole family was present to see him receive the award. “It’s an honor to find someone wanting to fill this position,” stated Mr. Dumian. “I’ve enjoyed it,” stated Mr. Boyle.

CORRESPONDENCE: None.

PUBLIC COMMENTS: None.

REPORTS – SUPERVISOR’S OFFICE

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

REGULAR TOWN BOARD MEETING
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OLD BUSINESS:

CODE ENFORCEMENT ISSUES

Mr. Dumian stated that the Town Justice cannot issue bench warrants for persons in violation of the Town Code. She is researching this issue.

Mr. Dumian stated that the property on JR Boulevard is “progressing according to plan.”

HIGHWAY TREE REMOVAL

Mr. Coddington stated that he has approximately 20 ash trees left to remove from along Town roadways, plus those at Schnurbusch Park that need to be removed, making a total of 57. He stated that the bucket truck has been a big help in the project.

CDL TRAINING UPDATE

Mr. Coddington stated that Vincent Malandra is in the process of getting his CDL (Commercial Driver’s License) permit so that he will be able to drive snow plows if the need arises this winter. Colin Casey from the Parks/Water/Sewer Department already has his permit and just needs driving time. Mr. Dumian asked that the department heads “ramp up the training,” and asked Mr. DeLamarter and Mr. Coddington to get a plan for training to him. Mr. Coddington clarified that this will be a CDL-B classification, as a CDL-A is not required to drive a plow truck.

Cody Smith from the Highway Department will be cross-trained for work with the Parks/Water/Sewer Department.

NEW BUSINESS:

EMPLOYEE HOLIDAY PARTY

Mr. Dumian stated that the Board will decide at the November 24 meeting whether or not to hold the annual Employee Holiday Party, adding that he personally has no issue with holding the party.

RESO 2020-122: AUTHORIZE SUPERVISOR/EXECUTE AGREEMENT/BROOME COUNTY/MOBILE DMV

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to execute an agreement with Broome County extending the term allowing the remote DMV office to continue in Conklin, contract subject to legal approval.

Seconded by Mr. Francisco.

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

RESO 2020-123: APPROVE 2021 HOLIDAY SCHEDULE

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the following 2021 Holiday Schedule for the Town employees:

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January 1, 2021 (Friday)	New Year's Day
January 18, 2021 (Monday)	Martin Luther King Day
February 15, 2021 (Monday)	Presidents Day
April 2, 2021 (Friday)	Good Friday
May 31, 2021 (Monday)	Memorial Day
July 5, 2021 (Monday)	Independence Day
September 6, 2021 (Monday)	Labor Day
November 11, 2021 (Thursday)	Veterans' Day
November 25, 2021 (Thursday)	Thanksgiving
November 26, 2021 (Friday)	Day after Thanksgiving
December 24, 2021 (Friday)	Christmas

Seconded by Mr. Boyle.

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

RESO 2020-124: APPROVE SUPERVISOR & TOWN JUSTICE/ENTER 2021 SHARED SERVICE AGREEMENT/COURT CLERK POSITION/TOWN OF BINGHAMTON

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Supervisor, William Dumian, and the Town Justice, Beth Marshall, to enter into and sign the 2021 Shared Services Agreement for the Court Clerk position with the Town of Binghamton.

Seconded by Mr. Farley.

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

Mr. Dumian stated that this shared services agreement saves the Town approximately \$2,000.

RESO 2020-125: APPROVE SUPERVISOR/ENTER 2021 SHARED SERVICE AGREEMENT/CODE OFFICER POSITION/TOWN OF BINGHAMTON

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Supervisor, William Dumian, to enter into and sign the 2021 Shared Service Agreement for the Code Officer position with the Town of Binghamton.

Seconded by Mr. Farley.

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

RESO 2020-126: APPROVE COLIN CASEY/ATTEND DSNY CERTIFIED EXCAVATOR INITIAL TRAINING & RENEWAL COURSE

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves Colin Casey to attend the DSNY Certified Excavator Initial Training & Renewal Course in Cortland, New York, on November 2, 2020, with registration fee of \$35.00 plus per diem meal allowance and mileage also approved.

Seconded by Mr. Farley.

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

RESO 2020-127: RATIFY PAYMENT/ W2OPERATOR/DSNY TRAINING

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #17481, account code SW 8310.4, in the amount of \$35.00 to W2Operator for DSNY training.

Seconded by Mr. Platt.

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

RESO 2020-128: APPROVE NICK PLATT/ATTEND DSNY CONFINED SPACE & COMPETENT PERSON TRAINING

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves Nick Platt to attend the DSNY Confined Space & Competent Person Training in Cortland, New York, on October 30, 2020, with registration fee of \$100.00 plus per diem meal allowance and mileage also approved.

Seconded by Mr. Boyle.

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

RESO 2020-129: RATIFY PAYMENT/W2OPERATOR/DSNY TRAINING

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #17483, account code SW 8310.4, in the amount of \$100.00 to W2Operator for DSNY training.

Seconded by Mr. Francisco.

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

RESO 2020-130: RATIFY ACH WIRE PAYMENT/PITNEY BOWES/POSTAGE METER REFILL PURCHASE

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of an ACH payment, account code A 1670.4, in the amount of \$500.00 to Pitney Bowes for purchase of postage meter refill.

Seconded by Mr. Boyle.

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

RESO 2020-131: APPROVE BUDGET MODIFICATIONS/STATED FROM AND TO BUDGET LINES

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Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Budget modifications of the stated From and To Budget lines (see attached).

Seconded by Mr. Francisco.

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

RESO 2020-132: AUTHORIZE MODIFICATION OF CURRENT BUDGET

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes modification of the current budget as follows (see attached).

Seconded by Mr. Platt.

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

RESO 2020-133: APPROVE PAYMENT/BILL LIST/\$66,201.41

Mr. Platt moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payment of the following Bill List dated November 5, 2020, in the total amount of \$66,201.41:

General	\$ 20,863.73
Highway	40,054.61
Water Districts	1,449.54
Sewer Districts	28.53
Non-Budgeted	<u>3,805.00</u>
Total	\$ 66,201.41

Seconded by Mr. Boyle.

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

PUBLIC COMMENTS: None.

DRAINAGE DISTRICTS

Mr. Boyle stated that the Board needs to discuss Drainage Districts. Ms. Sacco will research this issue.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Farley. The meeting adjourned at 6:55 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk

