

WORK SESSION
DECEMBER 14, 2021

Mr. Dumian added that the flood remediation project has the same restrictions on grants, adding that formerly, the only thing allowed by FEMA (Federal Emergency Management Agency) was to bring an area back to pre-existing conditions after a flood. Currently, he added, FEMA is looking at preventative measures. Mr. Dumian explained that the maximum a property owner can be charged on a bond is less than \$800.

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Seconded by Mr. Finch.

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

NEW BUSINESS:

EASEMENT/8 STILLWATER ROAD

Mr. Boyle stated that the Town is seeking a permanent easement at 8 Stillwater Road to put in a ditch for the water that runs under the railroad tracks near property owned by Cathy Snyder.

**RESO 2021-171: AUTHORIZE EXECUTION/SETTLEMENT AGREEMENT/
BROWNESHILL CARLOW, LLC**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the execution of a Settlement Agreement in the litigation matter of Browneshill Carlow, LLC vs. The Assessor of the Town of Conklin, et al, index number 2020-1941.

Seconded by Mr. Finch.

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

Mr. Dumian explained that this is a tax certiorari involving Samscreen.

**RESO 2021-172: APPROVE GRIFFITHS ENGINEERING/TOWN ENGINEERING
FIRM/2022**

Mr. Finch 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 for the year 2022 at the rates quoted in the attached letter.

Seconded by Mr. Boyle.

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

**RESO 2021-173: APPROVE COUGHLIN & GERHART, LLP/TOWN LEGAL
COUNSEL/2022**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves Coughlin & Gerhart, LLP, as the Town Legal Counsel for the year 2022 at the existing rates.

Seconded by Mr. Finch.

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

**RESO 2021-174: AUTHORIZE SUPERVISOR/MAINTAIN CONSOLIDATED
CHECKING ACCOUNT AT NBT BANK & MAINTAIN A CONSOLIDATED
CHECKING & CONSOLIDATED SAVINGS ACCOUNT AT PEOPLE'S SECURITY
BANK AND TRUST/2022**

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Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to maintain a consolidated checking account at NBT Bank and to maintain a consolidated checking and a consolidated savings account at People's Security Bank and Trust for 2022.

Seconded by Mr. Farley.

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

Mr. Dumian stated that the Town is maintaining the account at NBT Bank in order to close out the books for 2021.

RESO 2021-175: AUTHORIZE LAURIE GREGORY TO TRANSFER FUNDS ONLINE

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Laurie Gregory to transfer funds online, as needed, with signed approval of the Supervisor, for 2022.

Seconded by Mr. Finch.

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

RESO 2021-176: SET BI-WEEKLY PAY PERIODS

Mr. Finch 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 in 2022, with pay stub and Direct Deposit to be distributed the following Wednesday after the end of the pay cycle.

Seconded by Mr. Farley.

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

RESO 2021-177: DESIGNATE COUNTRY COURIER OFFICIAL NEWSPAPER

Mr. Farley 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 additional newspaper, when determined necessary by the Town Board, for 2022.

Seconded by Mr. Finch.

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

RESO 2021-178: AUTHORIZE HIGHWAY SUPERINTENDENT TO USE HIGHWAY EQUIPMENT IN SPECIAL DISTRICTS

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 Highway equipment in 2022 for the Water Districts, Sewer Districts, Fire Protection District, Soil Conservation District, and the Town Parks.

Seconded by Mr. Farley.

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

RESO 2021-179: AUTHORIZE TOWN BOARD MEETINGS/2ND & 4TH TUESDAYS

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Town Board meetings to be held on the second and fourth Tuesdays of the month at 6:30 P.M. and Work Sessions on the second Tuesday of the month at 6:00 P.M. at the Town Hall in 2022.

Seconded by Mr. Francisco.

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

RESO 2021-180: APPROVE PAYMENTS/COMMUNITY CENTER DEPOSIT REFUNDS

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payments for the Community Center deposit refunds upon proper inspection for 2022, with post-rental inspections to be performed by Nick Platt, Colin Casey, and Cody Smith, account code A688.

Seconded by Mr. Finch.

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

RESO 2021-181: AUTHORIZE SUPERVISOR/EXECUTE AGREEMENT/BROOME COUNTY/EXTENDING TERM OF REMOTE DMV OFFICE IN CONKLIN

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 of the remote DMV office in Conklin with contract subject to legal approval.

Seconded by Mr. Francisco.

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

RESO 2021-182: DESIGNATE LAURIE GREGORY/2022 HEALTH CARE POOL PLAN ADMINISTRATOR

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin designates Laurie Gregory as the 2022 Health Care Pool Plan Administrator, and approves payments via ACH to recipients for eligible expenses.

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Seconded by Mr. Boyle.

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

RESO 2021-183: AUTHORIZE MONTHLY CELL PHONE
REIMBURSEMENT/SPECIFIC ELECTED OFFICIALS & EMPLOYEES

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 to be paid monthly via ACH to Bill Dumian, Jr., Chuck Francisco, Dawn Shafer, Daniele Vick, Tom DeLamarter, Laurie Gregory, Colin Casey, Nick Platt, and Elmer Murray in the amount of \$50.00 per month for 2022.

Seconded by Mr. Finch.

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

RESO 2021-184: AUTHORIZE ADVERTISEMENT/SEASONAL LIMITED-USE
HIGHWAYS

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes advertisement in the **Country Courier** of “Seasonal Limited-Use Highways” the entire length of Alta Road, the entire length of Lawrence Avenue, and River Boulevard.

Seconded by Mr. Finch.

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

RESO 2021-185: RATIFY PAYMENT/PITNEY BOWES/POSTAGE METER REFILL

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of an ACH transfer, account code A 1670.4, in the amount of \$500.00 to Pitney Bowes for payment of Claim #21-1374 for postage meter refill.

Seconded by Mr. Finch.

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

RESO 2021-186: RATIFY PAYMENT/USPS/POSTAGE/4TH QUARTER WATER &
SEWER BILLING

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1060, account code A 1670.4, in the amount of \$306.25 to the United States Postal Service for payment of Claim #21-1310 for postage for the 4th Quarter Water and Sewer billing.

Seconded by Mr. Boyle.

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

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RESO 2021-187: RATIFY APPROVAL/EMERGENCY PURCHASE/GAS
STOVE/COMMUNITY CENTER

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies approval for the emergency purchase of a gas stove for the Maines Community Center in the amount of \$5,273.99 from Olum's Furniture Company, because the old, damaged stove allowed a dangerous gas leak to occur.

Seconded by Mr. Farley.

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

RESO 2021-188: RATIFY PAYMENT/OLUM'S FURNITURE COMPANY/6-BURNER
RANGE AT COMMUNITY CENTER

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1101, account code A 8989.2, in the amount of \$5,273.99 to Olum's Furniture Company for payment of Claim #21-1327 for the purchase of a 36-inch 6-burner range for the Maines Community Center.

Seconded by Mr. Farley.

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

RESO 2021-189: RATIFY PAYMENT/NYSEG/NOVEMBER 2021 BILLING

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1093, various account codes, in the amount of \$8,428.62 to NYSEG for payment of Claim #21-1312 for the November 2021 billing.

Seconded by Mr. Francisco.

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

Mr. Dumian commented that the new LED lights save the Town a lot of money.

RESO 2021-190: ACCEPT DONATION/SKYLARK DINER/FIELD USE

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin accepts a donation in the amount of \$500.00 from the Skylark Diner for field use.

Seconded by Mr. Francisco.

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

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RESO 2021-191: RATIFY PAYMENT/CLAIMS #21-1278 - #21-1309/\$63,498.80

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of the following Claims #21-1278 through #21-1309, which have been audited and approved for payment in the total amount of \$63,498.80:

General	\$ 59,186.98
Highway	2,353.36
Water Districts	102.45
Non-Budgeted	<u>1,856.01</u>
Total	\$ 63,498.80

Seconded by Mr. Finch.

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

RESO 2021-192: APPROVE PAYMENT/CLAIMS #21-952, #21-1264, & #21-1319 – 21-1408/\$161,728.69

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payment of the following Claims #21-952, #21-1264, and #21-1319 through #21-1408, which have been audited and approved for payment in the total amount of \$161,728.69:

General	\$ 117,639.78
Highway	33,731.54
Water Districts	1,583.28
Sewer Districts	<u>8,774.09</u>
Total	\$ 161,728.69

Seconded by Mr. Finch.

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

REPORT: HIGHWAY DEPARTMENT

Highway Superintendent Brian Coddington stated that the repairs to the Highway Garage are almost completed, with installation of cameras remaining.

REPORT: PARKS/WATER/SEWER

Incoming Parks/Water/Sewer Superintendent Nick Platt stated that Cody Smith, recently transferred from Highway Department to Parks/Water/Sewer Department, must wait six months before he can apply for his Water Operator's license.

PUBLIC COMMENTS: None.

PILOTS FOR CORPORATE PARK DEVELOPMENT

Mr. Finch asked if any of the new developments in the Corporate Park have PILOT (Payment In Lieu Of Taxes) agreements and Mr. Dumian stated that the Town does not want any more PILOT agreements, adding that there is not a lot of available property left in Corporate Park.

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RECOMMENDATION TO DMV REGARDING HOURS OF OPERATION

Mr. Boyle recommended that the Town Board make a recommendation to the DMV (NYS Department of Motor Vehicles) that the hours of operation for the mobile unit, currently 9 A.M. until 1 P.M., be returned to the original 9 A.M. until 3 P.M., since this is such a great service to the residents of the Town. The Board unanimously supported this idea. Mr. Dumian stated that he will talk to Broome County Clerk Joe Mihalko, who oversees the DMV operation in Broome County.

DITCH MAINTENANCE

Mr. Boyle stated that he is working with the DEC (NYS Department of Environmental Conservation) and with residents to maintain ditches and waterways in the Town, and is seeking easements from property owners for that purpose.

NOTIFICATION OF RESIDENTS IN EVENT OF WATER MAIN BREAK

Mr. Farley asked if residents are notified if a water main break occurs and Mr. Platt replied that this only happens if the Town must shut off water. If it happens during hours the Town Hall is open, the information can be put on the Town website. Mr. Platt stated that if a boil water advisory is required, the Broome County Health Department will notify the residents impacted by the break.

YOUTH WINTER SPORTS

Mr. Farley stated that the Youth basketball and wrestling programs are on track, adding that the “den” is being used for the wrestling program, as logistics are difficult currently at the school because of COVID restrictions.

GENERATORS APPROVED BY NYSEG

Mr. Francisco stated that he has been working with NYSEG to get the Town’s generators approved, adding that NYSEG needed more specifics, which he provided. He noted that the generators are not stored on site, but are moved in the event of an emergency. Mr. Francisco stated that NYSEG granted approval for the generators.

TRAFFIC ISSUES AT DONNELLY ELEMENTARY SCHOOL

Mr. Francisco spoke about the traffic back-up that occurs on Conklin Road in front of Donnelly Elementary School each school morning as parents are dropping off their children, noting that it creates a dangerous situation. He stated that he talked with Roland Doig, Susquehanna Valley School District Superintendent, about the issue. It was decided to ask New York State for signage stating “No Passing on Shoulder” and to request more police presence during drop-off times. Mr. Francisco suggested that the school re-route traffic for drop off through the school parking lot from north to south, so that parents exit onto Conklin Road from the south entrance.

PRAISE FOR VOLUNTEERS & END OF YEAR WRAP-UP

Mr. Dumian began his end of year wrap-up by thanking the community volunteers, including emergency services, which he stated are “impressive even with a pandemic.” He stated that 2021 was a “great year,” noting efforts to maintain Conklin’s small town essence and increases in efficiency and cross training. “Our employees work hard,” stated Mr. Dumian. He also spoke about what a great asset Auditor Mike Wolyniak has been, both in saving the Town money for an audit and in looking at processes to be sure they are compliant with State requirements.

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

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk