

WORK SESSION
JANUARY 11, 2022

The Town Board of the Town of Conklin held a Work Session at 6:00 P.M. on January 11, 2022, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided.

PRESENT:	Town Board Members	Finch, Boyle, Farley, Francisco, Dumian
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Town Justice	Dawn M. Shafer
	Code Officer	Nick Pappas
	Administrative Assistant	Mary Plonski
	Planning Board	Sandi Beam
	Board of Assessment Review	William Brodsky
GUESTS:	Country Courier	Elizabeth Einstein
	ProCom Solutions	Randy Bidwell
	ProCom Solutions	Jarrett Hobbs
		Laurie Francisco
		John Colley
		Peter J. Motsavage

AIPHONE DEMONSTRATION – VIDEO DOOR ENTRY SYSTEM

Randy Bidwell and Jarrett Hobbs from ProCom Solutions presented a demonstration of the AIPhone Video Door Entry System. This visitor management system would allow the public to utilize a call button for the department they were seeking, and the person in that office could release the hallway door to allow the visitor access to that department. A list of departments would be provided on the video screen for visitors. A separate unit, with an 85-degree point of view, would be purchased for the Court entrance. The main unit in the foyer of the Town Hall would have a 170-degree point of view, giving a clear view of who was trying to gain entrance. The cost of each station would be \$1,650.00. John Colley of Millburn Drive asked if residents would still have access to Town Board meetings and Mr. Dumian replied that the doors to the Board Room would be open for access, as required by the Open Meetings Law. Mr. Dumian stated that the ongoing COVID pandemic and the increased need for security in the building are the major considerations in the potential purchase of this system. Mr. Boyle asked if the station could be moved to the airlock, so that visitors would have to be buzzed into the foyer, but Mr. Dumian stated that the quote is not for installation on that kind of door. He felt that having the station in the foyer outside of the first hallway door made more sense. The video system is motion activated and records conversations as soon as the office being called picks up and begins speaking.

REGULAR TOWN BOARD MEETING
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The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on January 11, 2022, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided. The meeting opened with the Pledge of Allegiance.

PRESENT:	Town Board Members	Finch, Boyle, Farley, Francisco, Dumian
	Town Counsel	Cheryl Sacco
	Town Clerk	Sherrie L. Jacobs
	Town Justice	Dawn M. Shafer
	Code Officer	Nick Pappas
	Administrative Assistant	Mary Plonski
	Planning Board	Sandi Beam
	Board of Assessment Review	William Brodsky

GUESTS:	Country Courier	Elizabeth Einstein
		Laurie Francisco
		John Colley
		Peter J. Motsavage
		Jack Bell

MINUTES: DECEMBER 14, 2021 WORK SESSION & REGULAR TOWN BOARD MEETING

Mr. Francisco moved to approve the December 14, 2021 Work Session and Regular Town Board Meeting minutes as presented.

Seconded by Mr. Finch.

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

PUBLIC COMMENTS: None.

REPORT: SUPERVISOR’S OFFICE

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

OLD BUSINESS:

WATER METER REPLACEMENT/ARPA FUNDS

The Board discussed the replacement of water meters, which is necessary as some of the old units are starting to fail, as one of three projects for which ARPA monies could be utilized, with the other two potential projects being the purchase of generators and tying the Town water line into that of the Town of Kirkwood, as a backup supply in the event of an emergency. The problem, explained Mr. Dumian, is that there is not enough ARPA money for all of these projects. He stated that he thinks the priorities should be: 1) replace the water meters; 2) have the Town Engineer begin to study tying into the Town of Kirkwood water supply; then 3) purchase and install generators. He asked for input from the Board. Mr. Farley asked if there is an expiration date on the ARPA money, and Mr. Dumian replied that the Town needs to start utilizing it sooner rather than later.

Mr. Boyle suggested tying into the Town of Kirkwood water line at Sullivan Park in the Town’s right-of-way. Town Attorney Cheryl Sacco stated that the Town must make sure it is not on land deemed park land, because that would require approval by New York State. The Board will discuss these projects further at the January 25 meeting.

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UHC MEDICARE ADVANTAGE PLAN

Mr. Dumian stated that some of the paperwork with the UHC Medicare Advantage Plan is confusing and makes it seem like participants must pick up Plan D. He stated that this is not the case and participants can take their prescriptions anywhere to be filled. He reiterated that the UHC Plan has better coverage and a better price.

NEW BUSINESS:

TOWN-WIDE LIABILITY & PROPERTY INSURANCE

Mr. Dumian stated that the cost for town-wide liability and property insurance increased \$12,000 for 2022, because the Town had a claim with the Highway Garage fire. He stated that he will be looking for alternative insurance providers for 2023.

ZONING CHANGES/NYS MARIJUANA LAW

Mr. Dumian stated that the Board needs to consider what, if any, zoning changes should be made in light of the new marijuana laws. He stated that the Town can only control where sites are allowed for legal sales and legal consumption, with legal sales sites probably being confined to commercially-zoned areas. Ms. Sacco stated that one could compare it to a liquor store (that sells liquor but you don't consume it there) and a bar, where you could consume alcohol. She stated that there are two ways for the Town to regulate this: 1) zoning, through land use; and 2) not allowing smoking of any kind in parks and on other municipal property, which the Town of Conklin already prohibits. Mr. Dumian asked the Board to research the new laws and be ready to discuss it at the January 25 meeting. The Town of Conklin has opted in to allowing marijuana sales sites and consumption sites. Mr. Dumian added that "the Town can't control what the police can control at this time," urging anyone who thinks they see illegal sales or other illegal usage to "contact law enforcement."

PLANNING BOARD APPROVAL/REZONING OF 319 WOODSIDE AVENUE

Mr. Dumian stated that the Planning Board has reviewed the request for rezoning of 319 Woodside Avenue and is recommending that the Town Board approve the application.

RESO 2022-1: SET UP FOLLOWING COMMITTEES FOR 2022

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin sets up the following committees for 2022:

Town Hall Castle	Dell Boyle
Community Center Rental & Non-Profit Rental	Jim Finch
Community Center Building	Dell Boyle
Senior Citizens Liaison	Charles Francisco
Town Wide Electrical & NYSEG	Charles Francisco
Town Wide Insurance	Bill Dumian
Town Flood Insurance	Bill Dumian
Town Grounds & Flood Lots	Bill Farley
Drainage Districts	Dell Boyle
Cemeteries	Charles Francisco
Fire Department Liaison	Bill Farley
Youth Liaison	Bill Farley
Planning Board	Bill Farley
Zoning Board of Appeals	Jim Finch

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Highway Department & Garage
Deputy Supervisor
Code Department
Public Works Department

Bill Dumian
Charles Francisco
Bill Dumian
Bill Dumian

Seconded by Mr. Finch.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

RESO 2022-2: APPROVE BLUESTORM TECHNOLOGIES/TOWN IT SERVICES PROVIDER FOR 2022

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves BlueStorm Technologies as the Town IT Services Provider for 2022 at the rate of \$855.00 per month (\$10,260.00 annually).

Seconded by Mr. Finch.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

RESO 2022-3: AUTHORIZE OFFIERS & EMPLOYEES/RECEIVE REIMBURSEMENT OF MILEAGE/USE OF PERSONAL VEHICLES

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the officers and employees herein named to receive reimbursement of mileage for use of personal vehicles at the current IRS Standard Mileage Rate per mile for performance of their duties on official business only: Supervisor, Town Clerk, Zoning Board of Appeals members, Planning Board members, Town Historian, Town Justice, Secretary to the Supervisor, Town Assessor, Youth Commissioner, Parks and Water Department personnel, Code Department personnel, Town Board members, Justice Clerks, and Deputy Town Clerk.

Seconded by Mr. Francisco.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

RESO 2022-4: APPROVE SUPERVISOR & TOWN JUSTICE/ENTER & SIGN 2022 SHARED SERVICES AGREEMENT WITH TOWN OF BINGHAMTON FOR COURT CLERK

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the Supervisor, William Dumian, Jr., and the Town Justice, the Honorable Dawn Shafer, to enter into and sign the 2022 Shared Services Agreement with the Town of Binghamton for the Court Clerk position.

Seconded by Mr. Boyle.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

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RESO 2022-5: RATIFY PAY RATE INCREASE/TREVOR HARDER

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies a pay rate increase of \$1.00 per hour for Trevor Harder, Highway Laborer, effective November 27, 2021.

Seconded by Mr. Francisco.

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

RESO 2022-6: RATIFY PAY RATE INCREASE/COREY STANTON

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies a pay rate increase of \$1.00 per hour for Corey Stanton, Highway Laborer, effective December 11, 2021.

Seconded by Mr. Finch.

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

Mr. Dumian commented that both pay increases were due to the two men obtaining their CDL.

**RESO 2022-7: RATIFY PAYMENT/SILVER LININGS EATS & SWEETS/
CHRISTMAS LUNCHEON**

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1177, code A 7550.4, in the amount of \$500.00 to Silver Linings Eats & Sweets for food for the Christmas luncheon.

Seconded by Mr. Boyle.

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

**RESO 2022-8: RATIFY PAYMENT/SUN RISE TRUSS/PAVILION
MATERIALS/
SULLIVAN PARK**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1220, account code A 7110.2, in the amount of \$13,471.80 to Sun Rise Truss for the pavilion materials for the pavilion at Sullivan Park, pre-approved by Resolution 2021-141.

Seconded by Mr. Finch.

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

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**RESO 2022-9: RATIFY PAYMENT/BROOME COUNTY OMB/
2021 ELECTION COSTS**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1222, account code A 1450.4, in the amount of \$14,956.00 to Broome County OMB for 2021 Election Costs.

Seconded by Mr. Finch.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

**RESO 2022-10: RATIFY PAYMENT/THE HARTFORD/2021 4TH QUARTER
DISABILITY INSURANCE**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of check #1224, account code 9055.8, in the amount of \$187.32 to The Hartford for payment of 2021 4th Quarter Disability Insurance.

Seconded by Mr. Francisco.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

**RESO 2022-11: AUTHORIZE SUPERVISOR/SIGN CONTRACT
RENEWAL/OFFICE FOR THE AGING/MEALS ON WHEELS**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor, William Dumian, Jr., to sign the contract renewal for the Office for the Aging to lease space in the Maines Community Center for the Meals on Wheels program, CA 292-423.

Seconded by Mr. Farley.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

RESO 2022-12: ACCEPT DONATION/21ST CENTURY POOLS & SPAS

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin accepts a donation in the amount of \$5,000, account code A 10-2705-0, from 21st Century Pools and Spas (Robert Sullivan).

Seconded by Mr. Farley.

VOTE: Finch – Yes, Boyle – Abstain, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion carried: 4 – Yes, 1 – Abstain.

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RESO 2022-13: DESIGNATE DONATION AS RESTRICTED ASSET FOR CONSTRUCTION OF PAVILION AT SULLIVAN PARK

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin designates the above approved \$5,000 donation as a restricted asset, account code A 231-0015, to be used for the construction of a pavilion in Sullivan Park.

Seconded by Mr. Finch.

VOTE: Finch – Yes, Boyle – Abstain, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion carried: 4 – Yes, 1 – Abstain.

RESO 2022-14: RATIFY PAYMENT/CLAIMS #21-1370 - #21-1465/\$59,465.81

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 #21-1370 through #21-1465, which have been audited and approved for payment, in the total amount of \$59,465.81:

General	\$ 29,858.63
Highway	17,465.03
Light Districts	1,336.82
Sewer District	7,117.28
Water Districts	<u>3,688.05</u>
Total	\$ 59,465.81

Seconded by Mr. Francisco.

VOTE: Finch – Yes, Boyle – Yes, Farley – Yes, Francisco – Yes, Dumian – Yes.

Motion passed unanimously.

RESO 2022-15: DIRECT THE ASSESSOR TO RENEW CERTAIN REAL PROPERTY TAX EXEMPTIONS WITHOUT REQUIRING AN APPLICATION

At a regular meeting of the Town Board of the Town of Conklin, held at 1271 Conklin Road, Conklin, New York 13748 on the 11th day of January 2022, the following resolution was offered by Mr. Finch and seconded by Mr. Farley:

WHEREAS, in response to the ongoing COVID-19 pandemic, the Governor of New York State has issued Executive Order 11.1, which among other things, addresses the renewal of certain real property tax exemptions; and

WHEREAS, such Executive Order specifically provides for the renewal of exemptions for persons with disabilities under Real Property Tax Law Section 459-c and for persons age sixty-five (65) or older under Real Property Tax Law Section 467; and

WHEREAS, such Executive Order allows a town, by resolution, to direct its assessor to renew exemptions under Real Property Tax Law Section 459-c or Real Property Tax Law Section 467 on the 2022 assessment roll to all property owners who received such exemptions on the 2021 assessment roll without requiring receipt of a renewal application; and

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WHEREAS, such Executive Order allows a town to set procedures by which the assessor may require a renewal application to be filed when he or she has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, or died; and

WHEREAS, the Town of Conklin, for the benefit of its residents, would like to provide for the renewal of such exemptions under Real Property Tax Law Section 459-c and Real Property Tax Law Section 467 pursuant to Executive Order 11.1 without requiring the filing of an application;

NOW, THEREFORE, the Town Board of the Town of Conklin, duly convened in regular session, does hereby resolve as follows:

RESOLVED, that the Assessor of the Town of Conklin is hereby directed, in accordance with Executive Order 11.1, to renew exemptions under Real Property Tax Law Section 459-c or Real Property Tax Law Section 467 on the 2022 assessment roll to all property owners who received such exemptions on the 2021 assessment roll without requiring receipt of a renewal application; and

RESOLVED, that the Assessor of the Town of Conklin may still require the filing of a renewal application where the Assessor has reason to believe that an owner who qualified for the exemption on the 2021 assessment roll may have since changed his or her primary residence, added another owner to the deed, transferred the property to a new owner, died, or that some other disqualifying event has occurred; provided that, if the Assessor requires the filing of a renewal application, the Assessor shall provide written notice to the property owner that such renewal application is required.

RESOLVED, that this Resolution shall take effect immediately.

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 the 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 11, 2022. Said resolution was adopted by the following roll call vote:

Supervisor William Dumian, Jr.	YES
Councilman Dell Boyle	YES
Councilman William Farley	YES
Councilman Charles Francisco	YES
Councilman James Finch	YES

Dated: January 11, 2022
Town of Conklin Seal

Sherrie L. Jacobs, Town Clerk of the Town of Conklin

PUBLIC COMMENTS:

SMOKING MARIJUANA WHILE DRIVING

John Colley asked if, with the change in marijuana laws, it is now legal to smoke in your car while driving. Town Attorney Cheryl Sacco stated that this would be an issue for law enforcement.

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BUILDING SECURITY

Returning to the issue of building security, Mr. Finch stated that the outside door to the foyer nearest the Water Department should remain locked and signage put in place directing people to the other outside door near the Town Clerk's office.

YOUTH SPORTS

Mr. Farley reported that the Town Basketball and Wrestling programs are going well, adding that the wrestling team placed third in a tournament with Union-Endicott. He stated that there will be a Novice Tournament on January 22 at Susquehanna Valley High School.

TRAFFIC ISSUES AT DONNELLY ELEMENTARY SCHOOL

Mr. Francisco stated that after contacting the Susquehanna Valley School District about traffic issues in front of the Donnelly Elementary School during parent drop-off in the morning, the traffic pattern at the school was changed and is working effectively.

CHOW FOOD DISTRIBUTION

Town Clerk Sherrie Jacobs stated that CHOW (Community Hunger Outreach Warehouse) has added a monthly food distribution for Conklin, to be held at the Maines Community Center parking lot, on the second Wednesday of each month, with the first one being tomorrow, January 12. This is in addition to the Food Bank of the Southern Tier food distribution that is held on the third Monday of each month. Mr. Dumian commented that it is awesome that the Town now has two food distributions and it provides a great service to area residents.

GRANT FUNDING

Mr. Dumian stated that his research into grant funding found that the Town does not qualify for any low-income funding. The Town is looking for funding for expansion of the Town water infrastructure and for flood remediation. He explained that in looking at non-low income grants, the Town would have to spend money on an engineering study to expand the water infrastructure, which he called "an exercise in futility," because at least 50 percent of the property owners in the designated area would have to be in favor of creation of a water district, with bond and connection fees due from the property owners. In the area in question, there are 119 properties but 57 of them are vacant and it is doubtful that owners of vacant properties would be willing to pay the bond and connection fees. Mr. Dumian stated that help would be needed from the residents who want the expanded water system to make this project a reality.

In regard to flood mitigation, Mr. Dumian stated that a culvert upgrade, which might include a catch basin and debris traps, would be needed at Banta Road. He explained that the water carries debris that hits the bridge at Corbettsville and gets stuck, then water floods nearby residences. Mr. Dumian stated that the Board needs to "get creative and come up with a strategic plan."

STATE OF THE TOWN 2022

Mr. Dumian reported that the Town is in "really good shape," citing good decisions that have been made, including cross-training between departments, and "running lean." He stated that the Town is using as many precautions as possible in dealing with the widespread Omicron variant of COVID. Plans for 2022 include creating a plan of action for the roof at the Town Hall.

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Mr. Dumian stated that the Town needs to get two more quotes for the intercom system before it can be purchased.

There being no further business to come before the Board, Mr. Francisco moved for adjournment, seconded by Mr. Finch. The meeting adjourned at 7:45 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk

