## WORK SESSION MARCH 8, 2022

The Town Board of the Town of Conklin held a Work Session at 6:00 P.M. on March 8, 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
Code Officer Nick Pappas
Zoning Board of Appeals William Brodsky

**GUESTS:** Country Courier Elizabeth Einstein

John Colley Laurie Francisco Peter J. Motsavage

#### **FLOOD REMEDIATION**

Mr. Dumian reiterated that there are two types of grants – income-based and non-income based, adding that the application deadline is approaching and Shumaker Consulting is working on a grant application, although it may not be ready in time for the 2022 deadline. He added that this is for a long-term project for the Banta Road sluice pipe.

### ARPA & COUNTY FUNDING REQUEST/WATER SYSTEM TIE-IN TO KIRKWOOD

Mr. Dumian stated that he spoke with Broome County Legislator Kelly Wildoner about the proposed water tie-in project linking the Town of Conklin water system with the Town of Kirkwood water system, adding that he is requesting financial help from the County for this project, as well as using ARPA funding. He added that Town Engineer John Mastronardi is creating a map of the best place to tie into the Town of Kirkwood system, which would be near Sullivan Park. Mr. Dumian stated that the estimated cost of this project will be \$220,000, with the bulk of the cost being drilling under the Susquehanna River. "We can make this happen," stated Mr. Dumian.

#### **TOWN HALL REPAIR PROJECTS**

Mr. Dumian stated that Mr. Boyle and Mr. Francisco are researching options for replacing the current heating system with slim heating/air conditioning units. Research is also being done on the roof replacement project. Mr. Dumian stated that Legislator Wildoner is willing to help find funding for these projects. He stated that Parks/Water/Sewer Team Leader Nick Platt has contacted AirTemp to obtain estimates for the cost of replacing the boiler. Mr. Dumian stated that the new system will be more efficient, adding that bid specifications must be written and the project sent out to bid soon.

### **COVID-19 HOME TESTING KITS**

Mr. Dumian stated that Broome County delivered approximately 800 COVID-19 home testing kits for the Town to distribute to residents. As soon as the date is set, the kits will be distributed at the Community Center from 4 to 6 P.M. to Conklin residents who can show identification proving their residency. The distribution will be advertised on the electronic sign near Schnurbusch Park and on the Town website, as well as in the **Country Courier**.

## WORK SESSION MARCH 8, 2022

#### **CONKLIN CEMETERY**

Mr. Francisco gave a brief history of the Conklin Cemetery, stating that the land was donated to the Town, and in the 1800's moved across Route 7 to its current location on what was then the Van Wormer Farm. In 2004, the remainder of the farm was donated to the cemetery. Mr. Francisco stated that the land for 400 plots was surveyed, fenced, and appropriate documents signed, adding that there are 250 to 300 more potential plots that are not yet surveyed. He stated that one requirement of the donation was that a Memorial Garden be established and maintained. Mr. Francisco stated that he has sold 35 to 40 graves in the new section, with six more recent inquiries. He stated that in 2013, the former Conklin Cemetery Association set the cost of a single grave at \$800, which he stated is \$400 to \$600 less than any other local cemetery. A benefit of the new section is that it does not flood.

Besides the cost of purchasing the grave, the family also pays the costs of opening and closing the grave, which would be \$300 on weekdays and \$350 on weekends for personnel to be present to repair the ground after burial, etc., which could take four to five hours. This cost would be for a full burial. For a cremation interment, the cost would be \$150 on a weekend or \$100 on a weekday. Mr. Francisco stated that two cremations are allowed above a full burial (vault) or a grave can hold two cremains. He stated that New York State charges \$5 per grave for a vandalism fee, adding that currently \$35 is owed to the State from burials done during the transition period between Conklin Cemetery Association and the Town having oversight of the cemetery. Mr. Dumian stated that the Town will pay the State the \$35 owed. The Cemetery Association also had an insurance policy/hold harmless policy through Smith Brothers Insurance.

Mr. Francisco presented a list of the rules and restrictions for the cemetery, including decorations and required size of headstones. He stated that an additional expense for the family is the \$600 to \$650 for grave digger Rick Keiser to open and close the grave. It was suggested that perhaps Storti Construction could be a backup option if Mr. Keiser is not available. Mr. Dumian asked if Mr. Keiser would allow the family to pay him directly for his services and Mr. Francisco stated that this is how it is handled at Shawsville Cemetery (also overseen by the Town).

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on March 8, 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
Code Officer Nick Pappas
Zoning Board of Appeals William Brodsky

GUESTS: Country Courier Elizabeth Einstein

John Colley Laurie Francisco Peter J. Motsavage

#### **MINUTES: FEBRUARY 22, 2022 REGULAR TOWN BOARD MEETING**

Mr. Finch moved to approve the February 22, 2022 Town Board Meeting minutes as presented.

Seconded by Mr. Farley.

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

carried: 4 - Yes, 1 - Abstain.

#### **PUBLIC COMMENTS:**

### **CEMETERY QUESTIONS**

Mr. John Colley of Millburn Drive asked if the cost is \$800 for a for one grave, adding that in Pennsylvania, where he is from originally, there are four graves per plot. Mr. Francisco answered that the cost is \$800 for one grave, as that helps keep it clear as to whom is buried in which grave and helps with maintenance. There are no family plots in Conklin Cemetery.

Bill Brodsky asked if two cremains are allowed to be buried above a full vault burial and Mr. Francisco stated that is the case. Town Clerk Sherrie Jacobs asked who is responsible for repairing headstones if damage occurs. Mr. Dumian stated that homeowner's insurance will cover it but added that the Town will repair and stand up headstones if family members can't be found, adding that money is put into perpetual care funds for this purpose.

Mr. Dumian stated that the Town will review the funding annually. Mr. Francisco stated that landscaping stones are allowed so that families can make flower beds, adding that a base is required for headstones to stabilize them. He stated that in the spring he advertises to remind families to remove winter decorations. Mr. Francisco stated that 131 veterans are buried in Conklin Cemetery, adding that he gets 144 flags annually to decorate their graves.

Mr. Dumian stated that Mr. Francisco needs to give all of his information to Mr. Platt, so that the Town has all of the necessary information. Mr. Francisco stated that there are one to one and one-half acres left that need to be surveyed and plotted, adding that Mr. Platt has a copy of the map of the graves in the cemetery. Mr. Dumian stated that the maps should be scanned electronically. Mr. Francisco stated that there is a Book of Deaths, which is very old and fragile. Mr. Dumian stated that this book should be scanned and saved in a fire proof vault.

Mr. Dumian stated that the Town will not charge an extra fee for ground repair. Mr. Francisco stated that cremation burials are 12 inches by 12 inches by 24 inches deep, adding that the Cemetery Association had charged \$150 on a weekend and \$100 on a weekday, plus \$100 land

restoration fee. He stated that no burials were allowed on Sunday. Mr. Francisco stated that he will bring a chart of fees and regulations to the March 22 Board meeting. Mr. Brodsky stated that the Town should make the rates and regulations at Shawsville Cemetery match those at Conklin Cemetery.

#### **REPORT: PARKS/WATER/SEWER**

Mr. Platt stated that he is working on a date for electronic recycling for Town residents. He stated that both zero-turn mowers have been delivered, with delivery of the large mower due in May. Mr. Platt reported that Colin Casey in his department passed his CDL test and Cody Smith is registered for his Water Certification Class in April.

#### REPORT: SUPERVISOR'S OFFICE

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

#### **OLD BUSINESS:**

#### CONKLIN/KIRKWOOD WATERLINE EXPANSION

As noted in the discussion during the Work Session, this is a much needed project. Mr. Finch asked how long the pipe is that will run under the Susquehanna River, and Mr. Dumian replied that it is 330 feet long. He added that the Town needs an estimate of labor costs. Mr. Mastronardi is working on the bid specifications.

## **NEW BUSINESS:**

## RESO 2022-40: INTRODUCING PROPOSED LOCAL LAW 2, 2022

Mr. Farley moved for the following resolution:

**WHEREAS**, a local law entitled "A LOCAL LAW AMENDING THE COLD WAR VETERANS TAX EXEMPTION TO REMOVE THE 10 YEAR TERM LIMITATION" was introduced at this meeting; and

**WHEREAS,** the Town Board desires to hold a public hearing with respect to the adoption of said Local Law.

**NOW, THEREFORE, BE IT RESOLVED** that a Public Hearing will be held by the Town Board of the Town of Conklin with respect to the adoption of the aforesaid Local Law on March 22, 2022, at 6:30 P.M.; and it is further

**RESOLVED,** that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

Seconded by Mr. Francisco.

## **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 a resolution duly adopted by the Town Board of the Town of Conklin at a meeting thereof held on March 8, 2022. Said resolution was adopted by the following roll call vote:

Supervisor William Dumian, Jr.	YES
Councilman James E. Finch	YES
Councilman Dell Boyle	YES

Councilman William Farley YES Councilman Charles Francisco YES

Dated: March 8, 2022 Town of Conklin Seal

Sherrie L. Jacobs, Town Clerk

# RESO 2022-41: APPROVE NICK PLATT/ATTEND NYRWA ANNUAL TECHNICAL TRAINING WORKSHOP/VERONA, NEW YORK/MAY 23-25, 2022

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves Nick Platt to attend the NYRWA Annual Technical Training Workshop in Verona, New York, from May 23 through May 25, 2022, and also approves the registration fee of \$335.00 plus per diem meal and lodging allowance and mileage, account code SW 8310.4.

Seconded by Mr. Boyle.

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

## RESO 2022-42: AUTHORIZE TOWN CLERK/SHERRIE JACOBS/ATTEND NYSTCA CONFERENCE/ALBANY, NEW YORK/APRIL 24-27, 2022

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes Town Clerk Sherrie Jacobs to attend the annual New York State Town Clerks Association Conference from April 24 through April 27, 2022, in Albany, New York, at a cost of \$125.00 registration fee, plus all necessary travel and lodging expenses, account code A1410.4.

Seconded by Mr. Finch.

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

# RESO 2022-43: RATIFY ACH WIRE PAYMENT/PITNEY BOWES/POSTAGE METER REFILL PURCHASE

Mr. Boyle moved for the following resolution:

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

Seconded by Mr. Francisco.

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

## RESO 2022-44: RATIFY 2022 BUDGET MODIFICATIONS/EFFECTIVE 01-01-2022

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies the following 2022 Budget Modifications, effective January 1, 2022:

#### **510 I Estimated Revenues:**

A-99-0599-0	App Fund Balance	\$9,621.00 – Mower	
SW-99-0599-0	App Fund Balance	\$3,000.00 – To Correct Beg	ginning Fund Balance
SW-05-2140-0	Metered Sales	(\$3,000.00) – To Correct Be	ginning Budgeted
		\$9,621.00	Revenue

#### **960 Appropriations:**

A08810-2-201 Cemeteries – Equipment – Carlin Road \$9,621.00 – Mower \$9,621.00

Seconded by Mr. Finch.

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

#### RESO 2022-45: APPROVE PAYMENT OF CLAIMS #22-00152 - #22-00203/\$50,764.36

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payment of the following Claims #22-00152 through #22-00203, which have been audited and approved for payment, in the total amount of \$50,764.36:

General	\$ 29,270.04
Highway	9,857.90
Light Districts	1,386.99
Water Districts	4,687.62
Sewer Districts	3,663.81
Non-Budgeted	1,898.00
Total	\$ 50,764.36

Seconded by Mr. Boyle.

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

**PUBLIC COMMENTS:** None.

### **BUILDING CODE LAWS REGARDING FLOOD PLAINS**

Town Attorney Cheryl Sacco stated that she will contact Mr. Mastronardi and bring information regarding Building Code Laws in flood plains to the March 22 meeting.

### LORETTA TREVARTHAN MEMORIAL STONE

Mr. Finch stated that he will be picking up the memorial stone for Loretta (Lettie) Trevarthan this week. The stone will be placed in the big lighted field and dedicated on Opening Day of Softball/Baseball.

#### **FENCE LAWS**

Mr. Boyle stated that the Town Board should look at laws regarding placement of fences on private property, such as where the fence can be placed and which side should face the neighbor. Code Officer Nick Pappas stated that fences can go right on the property line, and the "good" or

"nice" side of the fence faces the street or the neighbor's property. Installing a fence does not require a building permit, so there is no real way to be aware a fence is being installed until it is already completed. Mr. Dumian stated that he will discuss this issue with Mr. Boyle at a later time.

### **CONKLIN YOUTH SPORTS**

Mr. Farley reported that baseball and softball signups are happening, adding that the wrestling season ended with a banquet on March 7. He stated that the Youth Sports Commission decided not to go with Williamsport Rules for baseball for 2022. Mr. Dumian added that the important thing is that "every kid gets to play."

### **TOWN ACTIVITIES**

Town Clerk Sherrie Jacobs reported that the bands for the 2022 Concert in the Park series are all booked and that the Town Easter Children's Party, scheduled for April 9, is "coming together," with many organizations in the Town working together to create this fun event.

Ms. Jacobs asked if the pool rates will change for the 2022 season and Mr. Dumian stated that he will need to talk to Mr. Platt about that question. She asked if the new pavilion in Sullivan Park will be ready for rentals this summer and Mr. Dumian stated that this is not currently the plan.

There being no further business to come before the Board, Mr. Farley moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:43 P.M.

Respectfully submitted,

Sherrie L. Jacobs Town Clerk