

**WORK SESSION**  
**JULY 12, 2022**

The Town Board of the Town of Conklin held a Work Session at 6:00 P.M. on July 12, 2022, at the Conklin Town Hall. Mr. Dumian, Supervisor, presided over the meeting.

|                 |                        |   |
|-----------------|------------------------|---|
| <b>PRESENT:</b> | Town Board Members     | Finch, Boyle, Farley, Francisco, Dumian |
|                 | Town Counsel           | Cheryl Sacco                            |
|                 | Town Clerk             | Sherrie L. Jacobs                       |
|                 | Highway Superintendent | Brian Coddington                        |
|                 | Code Officer           | Nick Pappas                             |
| <b>GUESTS:</b>  | <b>Country Courier</b> | Elizabeth Einstein<br>Laurie Francisco  |

**TOWN HALL REPAIRS**

Mr. Dumian stated that Town Engineer John Mastronardi is working with an architect to design bid specifications for the Town Hall roof repair/replacement. He stated that he thinks it will be best to keep the flat roof, as it is most cost effective, adding that flat roof design has improved greatly since the roof was installed on the Town Hall 20 years ago. Mr. Dumian stated that he is looking for the best and simplest way to go out to bid, adding that the Town will need to hire a construction manager. He stated that a peaked roof, which Mr. Boyle has suggested, could take away from the aesthetic of the Castle, which is on the State and federal historic buildings registries. Mr. Dumian added that the roof would have to have proper pitch for the drainage.

Mr. Boyle stated that he recommends getting slim-line air conditioning units for the Court room and Board Room, so that a condenser is not necessary. Mr. Dumian stated that the cost of that kind of system is a concern, adding that condensers could be placed in a cradle on the roof. Mr. Boyle stated that the Town should be sure the new heating/cooling system is not proprietary. Mr. Dumian stated that the Board must make a decision about the HVAC system before going out to bid on the roof.

Town Attorney Cheryl Sacco stated that the Town may be able to do a “cooperative purchase” and “piggyback” on an existing bid. She explained that this means someone else competitively bid and awarded a project, so the Town would not have to redo the same bidding process. Ms. Sacco stated that it would still need to meet GML (General Municipal Law) obligations. Bids will be required for mechanical and for roofing. Mr. Dumian stated that installing slim units does not mean the Town does not need a boiler. He stated that the Town needs to have its information by the August 9 meeting, adding that the Board needs to decide a direction in which to move.

**REGULAR TOWN BOARD MEETING**  
**JULY 12, 2022**

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on July 12, 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 |
| Highway Superintendent | Brian Coddington  |
| Code Officer           | Nick Pappas       |

**GUESTS:** Country Courier Elizabeth Einstein  
Laurie Francisco

**MINUTES: JUNE 28, 2022 REGULAR TOWN BOARD MEETING & WORK SESSION**

Mr. Farley moved to approve the June 28, 2022 Regular Town Board Meeting and Work Session minutes as presented.

Seconded by Mr. Finch.

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

**CORRESPONDENCE:**

Mr. Dumian stated that he was contacted by a resident expressing concern that trains are again blocking Terrace Drive and Shaw Road, with the problem seemingly getting worse, as the trains are longer. Mr. Farley, who is retired from the railroad company, advised that any complaints be directed to the New York State Police, as the Town of Conklin has no authority over the railroad.

**PUBLIC COMMENTS:** None.

**REPORT: CODE OFFICE**

Code Officer Nick Pappas stated that a particular property owner will be required to remove some of the fill that has been brought onto the property. He stated that the Board will receive site plans from Lineage, with a recommendation to refer them to the Planning Board. Mr. Pappas stated that he is also tending to ongoing Code issues.

**REPORT: PARKS/WATER/SEWER**

Mr. Dumian reported that Nick Platt, Parks/Water/Sewer Team Leader, stated that the new John Deere mower has been delivered and that the Parks Department is now in good shape in terms of equipment. Mr. Pappas stated that the Windsor School District has a field groomer for sale, adding that he will find out the asking price for it. Mr. Dumian stated that there is a high demand currently for chlorine but Amex was able to get the amount the Town needs for the pool.

**REPORT: HIGHWAY DEPARTMENT**

Highway Superintendent Brian Coddington presented information about a new mower and roller from Tracey Road Equipment. Mr. Dumian told the Board if they had any questions to talk to Mr. Coddington before the August 9 meeting. Mr. Boyle stated that the Town should buy a flail head rather than a rotary head, but Mr. Finch disagreed, stating that a rotary head is needed to cut around guardrails. A discussion followed regarding cost and efficiency.

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**REPORT: SUPERVISOR'S OFFICE**

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

**OLD BUSINESS:**

**HVAC SYSTEM**

Town Attorney Cheryl Sacco will research the possibility of shared bids.

**2023 BUDGET**

Mr. Dumian stated that the department heads will be receiving their 2023 Budget binders soon.

**WATER INFRASTRUCTURE**

Mr. Dumian stated that he received correspondence about applying for a grant to New York State for money for an expansion of the municipal water structure. He stated that the deadline is September 1, adding that Broome County may need to help with the grant application. Mr. Dumian stated that even if the grant is awarded, it could take several years for the Town to actually receive the funds.

**NEW BUSINESS:**

**RESO 2022-85: APPROVE MONTHLY CELL PHONE REIMBURSEMENT/  
TERESA BAMBER**

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves a monthly cell phone reimbursement at a rate of \$50.00 per month for Teresa Bamber, effective July 5, 2022.

Seconded by Mr. Boyle.

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

**RESO 2022-86: APPROVE PURCHASE OF REMOTE DEPOSIT CAPTURE MACHINE**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the purchase of an RDC (Remote Deposit Capture) machine from People's Security Bank and Trust to allow the Account Clerk to deposit checks remotely, with a cost not to exceed \$700.

Seconded by Mr. Finch.

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

**RESO 2022-87: APPROVE PAYMENT/CLAIMS #22-00611 - #22-00648/\$129,268.01**

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves payment of the following Claims #22-00611 through #22-00648, which have been audited and approved for payment, in the total amount of \$129,268.01:

**REGULAR TOWN BOARD MEETING**  
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|                |                     |
|----------------|---------------------|
| General        | \$ 22,727.73        |
| Highway        | 5,342.24            |
| Sewer District | 99,176.19           |
| Water District | <u>2,021.85</u>     |
| <b>Total</b>   | <b>\$129,268.01</b> |

Seconded by Mr. Farley.

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

**RESO 2022-88: ACKNOWLEDGE RECEIPT OF SITE PLAN REVIEW/LINEAGE**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin acknowledges receipt of the Site Plan Review Application filed by Keystone Associates on behalf of Lineage, and refers the Application to the Planning Board for its recommendations, to the Broome County Planning Department for 239 Review, and sets a Public Hearing for September 13, 2022, at 6:00 P.M.

Seconded by Mr. Francisco.

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

**VIDEOCONFERENCING LAW**

The Board discussed a potential local law that would allow the Town Board and all of its Committees and Subcommittees to use videoconferencing to participate in public meetings, but decided that this law is not needed for the Town of Conklin at this time.

**RESO 2022-89: DECLARE TWO 2008 FORD F250 PICK UP TRUCKS SURPLUS**

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin declares two 2008 Ford F250 pickup trucks surplus equipment.

Seconded by Mr. Francisco.

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

**RESO 2022-90: AUTHORIZE ADVERTISING OF SURPLUS VEHICLES FOR SALE  
AS IS/COUNTRY COURIER**

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes advertising in the **Country Courier** of the surplus vehicles for sale as is.

Seconded by Mr. Farley.

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

**PUBLIC COMMENTS:** None.

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**SHRUBS AT VETERANS MEMORIAL**

Mr. Finch commented that the shrubs at the Conklin Veterans Memorial need to be trimmed.

**UPDATE/NATURAL GAS IN PENNSYLVANIA**

Mr. Boyle provided an update on the impact of natural gas drilling in Pennsylvania, noting that the state received \$26.5 million in impact fee revenue, for road repair, etc., in the 2020-2021 season.

**YOUTH SPORTS**

Mr. Farley stated that the Summer All-Star Baseball Teams have been playing. He stated that soccer signups are happening currently, with practice starting in August. Mr. Farley commented that the fence at the dog park needs to be fixed.

**CONKLIN FAIR**

Mr. Dumian reminded those present that the Conklin Fair will be held July 14 through 16.

**RESO 2022-91: EXECUTIVE SESSION/PERSONNEL ISSUE**

Mr. Farley moved to close the Regular Town Board Meeting and move into Executive Session at 7:15 P.M. to discuss a particular personnel issue.

Seconded by Mr. Francisco.

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

**RESO 2022-92: RE-OPEN REGULAR TOWN BOARD MEETING**

Mr. Farley moved to close the Executive Session and re-open the Regular Town Board Meeting at 7:37 P.M.

Seconded by Mr. Francisco.

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

There being no further business to come before the Board, Mr. Farley moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:37 P.M.

Respectfully submitted,

Sherrie L. Jacobs  
Town Clerk