

REGULAR TOWN BOARD MEETING
SEPTEMBER 27, 2022

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on September 27, 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
Secretary to the Supervisor Teresa Bamber
Code Office Nick Pappas
Planning Board Sandra Beam

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

MINUTES: SEPTEMBER 13, 2022 REGULAR TOWN BOARD MEETING & JOINT MEETING WITH PLANNING BOARD

Mr. Francisco moved to approve the September 13, 2022 Regular Town Board Meeting and Joint Meeting with the Planning Board minutes as presented.

Seconded by Mr. Finch.

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

PUBLIC COMMENTS: None.

CORRESPONDENCE:

IMPROVEMENTS TO PARKS & GROUNDS

Mr. Dumian stated that although the former Beautification Committee has dissolved, some of the former members have reached out to make suggestions and express appreciation to David Kilmer, the new Team Leader for the Parks/Water/Sewer Department. Mr. Kilmer has been doing an outstanding job improving the landscaping in the parks and around Town properties. “It’s looking great!” stated Mr. Dumian.

REPORT: CODE OFFICER

Mr. Dumian thanked Code Officer Nick Pappas for getting property owners to clean up some of the problem sites in Town.

Mr. Pappas stated that he would like the Town to increase the annual registration fees for the Town’s mobile home parks, which are currently only \$200, adding that a large number of the Code complaint calls originate in the mobile home parks. Town Attorney Cheryl Sacco stated that she will research to see whether the fees were set by local law or by resolution, adding that the registration fees are not meant to generate revenue for the Town, but rather to cover the administrative costs for the Code office. She will have a resolution prepared for the October 11 meeting.

Mr. Pappas stated that he met with Town Engineer John Mastronardi at Pritchard Construction’s new site on Conklin Road. He stated that the filling process is being done appropriately, but

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added that he and Mr. Mastronardi have concerns about the retention ponds and the floor drains, adding that there were no drains shown in the site plans. Mr. Pappas stated that he needs to know what the drains are hooked into and whether or not they will require an oil/water separator. Mr. Dumian asked about the grading on the site and Mr. Pappas stated that Mr. Pritchard has not yet finished grading the property.

REPORT: HIGHWAY DEPARTMENT

Highway Superintendent Brian Coddington reported that his two newest hires started this week, adding that one of them already has his CDL. Mr. Coddington stated that his department is finishing blacktopping roads as part of the CHIPS (Consolidated Highway Improvement Program) project for this year. He stated that he is looking at the cost of purchasing a paver. Mr. Finch asked if the Highway Department has a trailer that could transport a paver, and Mr. Coddington stated that he doesn't have one currently but will need to purchase one sometime in the future.

REPORT: WATER/SEWER/PARKS

Mr. Dumian reiterated how great everything looks around Town and the parks, thanks to Mr. Kilmer and his crew's hard work. He added that he will ask for an Executive Session later in the meeting to discuss a specific personnel issue.

REPORT: SUPERVISOR'S OFFICE

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

OLD BUSINESS:

2023 BUDGET

Mr. Dumian stated that department heads are available to answer any questions the Board might have regarding Budget requests for the 2023 Budget. Mr. Francisco asked if the stove and hood have been replaced at the Community Center and was told that they were replaced in 2021.

Mr. Dumian stated that he thinks this is a good budget, adding that good decisions made over the last six or seven years have brought the Town to a "good place." He added that the Town needs to be competitive with salaries to attract and retain good workers. Mr. Dumian spoke about the balance point between labor rates vs. benefits, adding that health insurance costs are expected to increase by 8% next year. He stated that the Town may need to bond for five years for the Town Hall roof and HVAC projects. Mr. Dumian stated that Public Hearings for the Fire Protection Contract, 2023 Water and Sewer rates, and the 2023 General and Highway Budget will be scheduled later in the meeting. Mr. Finch asked if the fire department had increased the cost of the fire protection contract for 2023 and Mr. Dumian replied that there will be an increase.

TOWN HALL ROOF & HVAC

Mr. Dumian stated that he has had no response to request for bids, although, he added, Mr. Kilmer has a new lead on a potential bidder.

PARKS GROUNDWORK & IMPROVEMENTS

Mr. Dumian reiterated that the parks look "gorgeous," adding that they are "up to where they should be." He stated that a lot of people use the Town parks and appreciate them looking nice.

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SLUICE PIPE AT SCHNURBUSCH PARK

Mr. Dumian stated that Mr. Kilmer suggested putting riprap along the new sluice pipe to be installed at Schnurbusch Park and is researching the cost of riprap.

ASSESSOR'S ASSISTANT REPLACEMENT/MULTIPLE RESPONSIBILITIES

Mr. Dumian stated that a current full-time office employee plans to go to part-time, working three days per week, in late April 2023, so the person hired to be the Assessor's Assistant will also be trained to help with the Supervisor's office, and possibly with the Water billing program, as well as learning the Assessor's Assistant responsibilities. He stated that he hopes to have someone ready to start by January 1, 2023. Mr. Dumian stated that the need for cross-training was emphasized when Secretary to the Supervisor Laurie Gregory left to take another job, and new hire Teresa Bamber had to learn everything at a great rate of speed. He added that having former Secretary to the Supervisor Lisa Houston work as a consultant to Ms. Bamber during the Budget process was a "great help."

PARKS & WATER DEPARTMENT RESPONSIBILITIES

Mr. Dumian stated that he would like to see a Parks Leader in the Parks/Water/Sewer Department, who could be independently responsible for some of the parks projects, such as mowing, and who could work overtime, if needed, to help with the Conklin Youth Sports Program in field preparation. He added that training and opportunities are available, adding that the hope is to bring a current employee up to speed for this position, adding that this will be discussed further in Executive Session. Mr. Dumian stressed that the Town needs "the right people in the right place."

NEW BUSINESS:

CONKLIN BASKETBALL CHANGES

Mr. Dumian stated that the Town of Conklin Basketball program is considering adopting a program similar to that used by the Town of Binghamton, which offers a travel league where games are played at the Bulldogs Complex. If the Town adopts this program, half of the games would be played at Donnelly Elementary School and half would be played as C Level Bulldogs at the Bulldogs Complex. Mr. Dumian proposed that there also be an intramural league for Town of Conklin children whose families cannot afford the expense of travel basketball, adding that those children "need a place to play." Everyone would practice together. Mr. Farley stated that he thinks this approach "will build the program."

SECURITY CAMERAS QUOTE FOR SCHNURBUSCH PARK

Mr. Dumian stated that the Town received a quote of \$13,197.50 from Myers Security for the purchase and installation of security cameras at Schnurbusch Park. He explained that the cameras would be able to see the open areas at the park, with data being stored for 90 days before becoming unavailable, since it is not stored in the cloud. Ms. Sacco stated that the cameras should not include audio pickup and should be stationed so that there is no invasion of privacy. Mr. Dumian stated that they would be placed high on the poles and would be visible, along with notices posted advising that the area has security cameras. Mr. Dumian questioned whether it is worth the cost for the cameras. Mr. Francisco stated that he thinks the security cameras would act as a deterrent to bad behavior. The Board will discuss this topic further at the October 11 meeting.

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ADOPTION OF TOWN EMERGENCY PLAN

Mr. Dumian stated that Ms. Sacco had brought the existing Town Emergency Plan up to date, adding that there are no major changes, since Conklin is a small municipality. Procedures will remain the same as in the original plan.

RESO 2022-128: ADOPT TOWN OF CONKLIN EMERGENCY PLAN

Mr. Dumian moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin adopts the Town of Conklin Emergency Plan as updated.

Seconded by Mr. Farley.

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

RESO 2022-129: AUTHORIZE PAYMENT/CLAIMS #22-00860 - #22-00901/\$24,960.85

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes payment of the following Claims #22-00860 through #22-00901, which have been audited and approved for payment, in the total amount of \$24,960.85:

General	\$ 11,713.96
Highway	3,591.94
Light Districts	1,338.24
Sewer District #1	3,012.19
Water District	<u>5,304.52</u>
Total	\$ 24,960.85

Seconded by Mr. Farley.

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

RESO 2022-130: AUTHORIZE PURCHASE OF 2023 RAM CLASS 4 DUMP TRUCK & PLOW

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the purchase of a 2023 Ram Class 4 Dump Truck and Plow from Robert Green Truck Division on State Bid Contract Gov-106-19 for a purchase price of \$75,167.75.

Seconded by Mr. Finch.

VOTE: Finch – Yes, Boyle – No, Farley – Yes, Francisco – Yes, Dumian – Yes. Motion carried: 4 – Yes, 1 – No.

Mr. Boyle stated that he did not think it was necessary to purchase the plow.

RESO 2022-131: AUTHORIZE PURCHASE/100 YARDS/PLAYGROUND MULCH

Mr. Finch moved for the following resolution:

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Be It Resolved: that the Town Board of the Town of Conklin authorizes the purchase of 100 yards of playground mulch, delivered, from Robinson Hill Nursery and Mulch for a cost of \$3,400.00.

Seconded by Mr. Farley.

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

RESO 2022-132: AUTHORIZE PURCHASE/160 FEET N-12 PLAIN END SOLID PIPE

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the purchase of 160 feet of N-12 plain end solid pipe from ADS Pipe on State Bid #23187 for a purchase price of \$2,822.40.

Seconded by Mr. Farley.

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

RESO 2022-133: SCHEDULE PUBLIC HEARING/2023 FIRE PROTECTION CONTRACT/OCTOBER 25, 2022 AT 6:30 P.M.

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin schedules a Public Hearing on October 25, 2022, at 6:30 P.M. to receive input regarding the proposed 2023 Fire Protection Contract with the Conklin Volunteer Fire Department, Inc.

Seconded by Mr. Finch.

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

RESO 2022-134: SCHEDULE PUBLIC HEARING/2023 MUNICIPAL WATER & SEWER RATES/OCTOBER 25, 2022 AT 6:32 P.M.

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin schedules a Public Hearing on October 25, 2022, at 6:32 P.M. to receive input regarding the proposed 2023 Municipal Water and Sewer rates.

Seconded by Mr. Francisco.

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

RESO 2022-135: SCHEDULE PUBLIC HEARING/2023 GENERAL & HIGHWAY BUDGET/OCTOBER 25, 2022 AT 6:34 P.M.

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin schedules a Public Hearing on October 25, 2022, at 6:34 P.M. to receive input regarding the proposed 2023 General and Highway Budget.

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Seconded by Mr. Finch.

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

RESO 2022-136: APPROVE PURCHASE OF ROTAIR AIR COMPRESSOR

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the purchase of one Rotair Air Compressor 185 CFM from J.C. Smith at a cost of \$8,500.00

Seconded by Mr. Farley.

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

RESO 2022-137: APPROVE PURCHASE OF PAVEMENT BREAKER

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the purchase of one Pavement Breaker 60 pounds from J. C. Smith at a cost of \$850.00.

Seconded by Mr. Finch.

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

PUBLIC COMMENTS:

MONEY FROM “DISPENSARY”

John Colley of Millburn Drive asked if the Town receives any tax revenue from the cannabis “dispensary” in Town. Mr. Dumian stated that there is no dispensary in Town, only a “sticker store,” since the State has not yet approved any legally certified dispensaries in New York State.

RIPRAP FOR SCHNURBUSCH PARK SLUICE PIPE

Mr. Finch asked how many square feet of riprap will be needed for the Schnurbusch Park sluice pipe project, adding that he may be able to get it donated.

CONKLIN YOUTH SPORTS

Mr. Farley reported that the Town soccer program is going well. He stated that the Susquehanna Valley Wrestling Tournament for Youth Sports will be held on December 4, 2022.

CONKLIN CEMETERY

Mr. Francisco stated that he reviewed the cemetery fee structure and sees no need for any changes for 2023. Mr. Dumian asked if the documents pertaining to Conklin Cemetery have been brought to the Town or if Mr. Francisco still has them at his house, as former President of the Conklin Cemetery Association. Mr. Francisco stated that most of the documents are at his house as he has had a lot of inquiries recently. Mr. Francisco asked if there is leftover mulch that could be used at the cemetery.

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FENCING AT SHAWSVILLE CEMETERY

Mr. Dumian asked about the damaged fencing at Shawsville Cemetery. It was noted that the Town had reached out to Broome County, since the County was the entity that hit the fence with its plow truck and damaged it. Mr. Kilmer will follow up on this issue.

RESO 2022-138: EXECUTIVE SESSION & LEGAL ADVICE/SPECIFIC PERSONNEL
ISSUE

Mr. Finch moved to close the Regular Town Board Meeting and move into Executive Session and recess for legal advice for a specific personnel issue at 7:27 P.M.

Seconded by Mr. Farley.

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

RESO 2022-139: RE-OPEN REGULAR TOWN BOARD MEETING

Mr. Farley moved to close the Executive Session and re-open the Regular Town Board Meeting at 7:56 P.M.

Seconded by Mr. Dumian.

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. Finch moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:57 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk