

WORK SESSION
JANUARY 10, 2023

they do not have ongoing health concerns. He emphasized that the Town is not looking to take anything away from its current employees and that this will in no way impact retirees or employees getting Medicare. Mr. Dumian noted that health insurance is not federally mandated anymore, but added he would not encourage people to go without insurance. He stated that this option could potentially make the Town a more attractive employer to some potential employees who do not want to pay a higher premium for health insurance or who want a higher deductible. Mr. Dumian stated that the Town cannot combine with other municipalities for health insurance without a long, involved process.

NON-FUNCTIONAL WATER METERS/PROCESS FOR HANDLING

Mr. Dumian stated that there are quite a few non-functional water meters in the Town, adding that bills have been estimated for “far too long.” He stated that in some cases, property owners were notified but did not contact the Town to allow access to the property to change the meter. He stated that there should have been better follow up from the Town.

Mr. Dumian stated that the Town can shut off the water if the property owner does not allow access to the building. He stated that the Water Department will be knocking on doors to try to gain access and remedy this situation, adding that the Town “can’t write off thousands of dollars” in past underestimated bills. Highway Superintendent Brian Coddington stated that property owners in question should be given a warning. Ms. Insinga stated that in order to shut off the water, the property owner must be given the opportunity for a hearing.

Notices will be put in the **Country Courier** and on the Town website and will be sent to relevant property owners with their water bills. Mr. Dumian stated that the “Town didn’t do everything it should have, but it won’t happen again.” “Let’s solve the problem,” he stated. The bills should be actual reads not estimated. The new meters have been purchased to replace non-functional meters.

REGULAR TOWN BOARD MEETING
JANUARY 10, 2023

The Town Board of the Town of Conklin held a Regular Town Board Meeting at 6:30 P.M. on January 10, 2023, 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 Insinga
	Town Clerk	Sherrie L. Jacobs
	Highway Superintendent	Brian Coddington
	Code Officer	Nick Pappas
	Zoning Board of Appeals	William Brodsky
	Planning Board	Sandra Beam
GUESTS:	Country Courier	Elizabeth Einstein Laurie Francisco Peter J. Motsavage

MINUTES: DECEMBER 13, 2022 WORK SESSION & REGULAR TOWN BOARD MEETING

Mr. Francisco moved to approve the December 13, 2022 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.

CORRESPONDENCE:

Mr. Dumian stated that he has heard a lot of comments about how good things are looking around the Town. He had one complaint that the electricity to the pavilion by the Community Center was turned off but this is standard procedure during the winter months.

REPORT: HIGHWAY SUPERINTENDENT

Mr. Coddington stated that things are going well in his department and the workers that do not yet have their CDL are working on obtaining it. He added that the weather has been good, so no need for plowing. Mr. Coddington stated that his crew has been picking up Christmas trees, doing maintenance on the trucks, and cutting diseased trees.

REPORT: CODE OFFICER

Code Officer Nick Pappas stated that Code was quiet over the holidays. He stated that he is conducting fire inspection, adding that he will check the water meters in the Corporate Park buildings while he is doing fire inspections.

REPORT: PARKS/WATER/SEWER

Mr. Dumian stated that Parks/Water/Sewer Team Leader David Kilmer received a very high quote, \$157,000, to purchase and install one generator for the sewer station. He stated that Mr. Kilmer also received quotes of \$6,800 and \$10,000 for removal of old tanks. Mr. Dumian stated that he believes the Town can manage the generator installation project in-house, adding that the Board will discuss it further at the January 24 meeting.

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Mr. Dumian stated that Mr. Kilmer also has some quotes on a deck-over version of the equipment trailer needed to haul the excavator and other Town equipment. The excavator was recently used to dig a grave at the Conklin Cemetery and Mr. Dumian commented that he thinks the Town will be able to do that more frequently, instead of hiring an outside source to dig graves.

REPORT: SUPERVISOR'S OFFICE

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

OLD BUSINESS:

TOWN HALL REPAIRS

Mr. Dumian reiterated, as was discussed during the Work Session, that he and Mr. Mastronardi will create the bid specifications for Town Hall roof repair and HVAC, with the notices to be run in the **Country Courier** and the **Press & Sun Bulletin**.

EQUIPMENT TRAILER

Mr. Dumian stated that the equipment trailer Mr. Kilmer is considering costs less than \$11,000.

NEW BUSINESS:

OPEN JOB POSITIONS

Mr. Dumian stated that the remaining open job position in the Town is that of Court Clerk, with the Laborer position in the Parks/Water/Sewer Department, recently vacated by Colin Casey, has already been filled. Mr. Dumian stated that the shared services agreement with the Town of Binghamton for the Court Clerk position will be terminated, as the Town wants to hire a part-time Court Clerk. Town Justice Dawn Shafer has received one application so far, and has a second contact from another municipality.

RESO 2023-1: APPOINT COMMITTEES FOR 2023

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin appoints the following Committees for the Year 2023:

Town Hall Castle	Dell Boyle
Community Center Rental/Non-Profit Rental	Jim Finch
Community Center Building	Dell Boyle
Senior Citizen 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
Highway Department & Garage	Bill Dumian

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Deputy Supervisor
Code Department
Public Works Department

Charles Francisco
Bill Dumian
Bill Dumian

Seconded by Mr. Francisco.

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

Mr. Dumian stated that the Committee appointments are the same as in 2022.

RESO 2023-2: APPROVE BLUESTORM TECHNOLOGIES/IT SERVICES/2023

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 2023.

Seconded by Mr. Finch.

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

Mr. Dumian stated that he will also be looking at other options for IT Services.

TOWN-WIDE LIABILITY & PROPERTY INSURANCE

Mr. Dumian reiterated, as was discussed in the Work Session, that he will be looking at a quote from another insurance broker.

RESO 2023-3: DISCONTINUE INTERMUNICIPAL AGREEMENT/TOWN OF BINGHAMTON/COURT CLERK POSITION

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin discontinues the Inter-Municipal Agreement with the Town of Binghamton related to the Justice Court and Court Clerk Services, effective January 1, 2023.

Seconded by Mr. Finch.

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

RESO 2023-4: APPROVE HIRING/LISA HOUSTON/PART-TIME CLERK/SUPERVISOR'S OFFICE/1-1-2023 TO 3-31-2023

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the hiring of Lisa Houston to the position of Part-Time Clerk in the Supervisor's Office from January 1, 2023, through March 31, 2023, at a pay rate of \$30 per hour, not to exceed forty hours per week.

Seconded by Mr. Farley.

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

Mr. Dumian stated that Ms. Houston is working 12-15 hours per week.

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RESO 2023-5: RATIFY PAYMENT/SILVER LININGS/CHRISTMAS LUNCHEON

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment in the amount of \$642.00 to Silver Linings Eats & Sweets for catering for the Town Employee/Retiree Christmas Luncheon, held December 14, 2022.

Seconded by Mr. Finch.

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

RESO 2023-6: RATIFY ACH PAYMENT/PITNEY BOWES/POSTAGE METER REFILL

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies an ACH payment in the amount of \$500.00 to Pitney Bowes for postage meter refill.

Seconded by Mr. Finch.

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

RESO 2023-7: RATIFY PAYMENT/THE HARTFORD/DISABILITY INSURANCE

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment in the amount of \$154.89 to The Hartford for Disability Insurance.

Seconded by Mr. Francisco.

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

RESO 2023-8: AUTHORIZE OFFICERS & EMPLOYEES/MILEAGE REIMBURSEMENT

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, Town Board members, Zoning Board members, Planning Board members, Town Historian, Town Justice, Secretary to the Supervisor, Town Assessor, Youth Commissioner, Parks and Water Department Personnel, Code Department Personnel, Justice Clerks, and Deputy Town Clerk.

Seconded by Mr. Finch.

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

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RESO 2023-9: RATIFY PAYMENT/CLAIMS #22-01207 - #22-01246/\$37,535.08

Mr. Finch moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies payment of the following Claims #22-01207 through #22-01246, which have been audited and approved for payment, in the total amount of \$37,535.08:

General	\$ 15,843.71
Highway	5,116.30
Light Districts	1,490.50
Sewer District #1	1,467.77
Water District	11,721.80
Non-Budgeted	<u>1,895.00</u>
Total	\$ 37,535.08

Seconded by Mr. Farley.

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

RESO 2023-10: APPROVE PAYMENT/CLAIMS #22-01253 - #22-01273/\$19,382.51

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the payment of the following Claims #22-01253 through #22-01273, which have been audited and approved for payment, in the total amount of \$19,382.51:

General	\$ 3,074.58
Highway	8,027.58
Sewer District #1	332.00
Water District	1,170.41
Water District #6	5,299.94
Non-Budgeted	<u>1,478.00</u>
Total	\$ 19,382.51

Seconded by Mr. Finch.

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

RESO 2023-11: APPROVE PAYMENT/CLAIMS #23-00001 - #23-00018/\$59,793.45

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin approves the payment of the following Claims #23-00001 through #23-00018, which have been audited and approved for payment, in the total amount of \$59,793.45:

General	\$ 35,185.41
Highway	16,635.15
Fire Protection District	123.50
Sewer District #1	2,321.69
Water District	4,725.70
Water District #6	<u>802.00</u>
Total	\$ 59,793.45

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Seconded by Mr. Francisco.

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

RESO 2023-12: ACCEPT RESIGNATION/COLIN CASEY/LABORER

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin accepts the resignation of Colin Casey from the position of Parks/Water/Sewer Laborer, effective December 30, 2022.

Seconded by Mr. Francisco.

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

RESO 2023-13: ACCEPT RESIGNATION/DANIELE VICK/JUSTICE CLERK

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin accepts the resignation of Daniele Vick from the position of Justice Clerk, effective January 4, 2023.

Seconded by Mr. Finch.

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

RESO 2023-14: RATIFY HIRING/SEAN CODDINGTON/PARKS & WATER & SEWER LABORER

Mr. Francisco moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin ratifies the hiring of Sean Coddington to the full-time position of Parks/Water/Sewer Laborer, effective January 9, 2023, at a pay rate of \$20.00 per hour.

Seconded by Mr. Farley.

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

PUBLIC COMMENTS:

NON-FUNCTIONAL WATER METERS

William Brodsky from the Zoning Board of Appeals asked how many non-functional water meters are in the Town and Mr. Dumian replied that it is more than forty.

RESO 2023-15: AUTHORIZE BUDGET MODIFICATIONS

Mr. Farley moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes modification of the stated From and To Budget lines as of December 31, 2022 (see attached).

Seconded by Mr. Francisco.

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

Mr. Dumian was pleased that the Budget modifications are not coming from the Fund Balance.

CELL TOWER APPLICATION/TARPON TOWERS

Ms. Insinga stated that the Town has received an application from Tarpon Towers seeking to install a cell phone tower at 147 Broome Corporate Parkway, near the Stewart Road water tower. She stated that she has spoken with Dick Comi at The Center for Municipal Solutions Municipal Telecommunications Consultants, whom the Town hired to review the last cell phone tower application it received, and he is available to review this application as well. Mr. Comi would be paid from the escrow required from the company making the application.

RESO 2023-16: HIRE DICK COMI/TELECOMMUNICATIONS TOWER

Mr. Boyle moved for the following resolution:

Be It Resolved: that the Town Board of the Town of Conklin authorizes the Supervisor to execute an agreement hiring The Center for Municipal Solutions Municipal Telecommunications Consultants and Dick Comi to assist the Town with the Tarpon Towers application.

Seconded by Mr. Farley.

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

PROPERTY TAX BREAK FOR VOLUNTEER FIREFIGHTERS

Ms. Insinga stated that New York State has approved local government to offer a property tax exemption for volunteer firefighters. She stated that it would be 10% but with a cap, adding that the County, the Town, and the school district can all opt in – any or all or none of these entities. Whichever entity opts in, only that portion of the property owner's taxes would receive the exemption. She suggested discussing this idea with the Town Assessor to see what the impact to property tax revenue might be. This would have to be approved by a local law.

Mr. Dumian stated that this is a "nice shout out to volunteers," adding that it might make recruitment for the fire department easier. Mr. Farley asked how the program would be administrated, and Ms. Insinga replied that the Assessor's office would process the applications. Mr. Dumian reiterated that he thinks this is a "great idea," and stated that the Board will discuss it at the January 24 meeting. Ms. Insinga will email a draft of the proposed local law to the Board.

STATE CHANGES TO UNIFORM BUILDING CODE

Ms. Insinga stated that New York State has approved changes to the Uniform Building Code, mostly relating to the use of green energy. She stated that she will draft a local law for the Board to review, adding that this is an amendment to the Uniform Building Code, rather than a complete replacement.

DRAINAGE

Mr. Boyle stated that he and Mr. Kilmer are marking hydrants and manholes near the swamp from Broome Corporate Parkway towards Powers Road. He stated that the Town right-of-way is on property belonging to Dick's Sporting Goods, adding that he would like to see how much it

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would cost to survey the area and transfer the right-of-way to the Town. Mr. Dumian stated that he thinks it is a permanent easement but it needs to be documented.

YOUTH SPORTS

Mr. Farley stated that the Youth Novice Wrestling Tournament will be held on January 14, 2023, at 8 A.M. at the Susquehanna Valley High School. He stated that the Youth Basketball program is also going well.

CONKLIN ICE RINK

Mr. Francisco asked if the Town plans to put up the Conklin Ice Rink this winter. After discussion, it was decided that since the ground is not frozen, and the forecast does not call for cold enough temperatures to really freeze the ice until February, it would not be practical to put the ice rink up this year.

YEAR END AND LOOKING FORWARD

Mr. Dumian stated that the Town had a good year in 2022. He stated that there are still challenges, but the Board and the Town are working to maintain Conklin as “a great place to live.”

There being no further business to come before the Board, Mr. Farley moved for adjournment, seconded by Mr. Francisco. The meeting adjourned at 7:28 P.M.

Respectfully submitted,

Sherrie L. Jacobs
Town Clerk