

**TOWN OF BINGHAMTON
TOWN BOARD
July 18, 2023 – 6:00 PM**

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|------|---|--|
| Page | 2 | Approval of Audited Claims |
| Page | 3 | Recognition of Minutes Voice of Public Communications and Announcements Officials and Committee Reports |
| Page | 4 | Officials and Committee Reports (Continued) Zoning Board of Appeals Youth Commission Code Enforcement/Buildings & Grounds Highway Department |
| Page | 5 | Officials and Committee reports (Continued) Receipt of Reports TOB Volunteer Fire Co Supervisor Unfinished Business New Business Voice of Public |
| Page | 6 | Executive Session Adjournment Looking ahead |

MINUTES OF THE REGULAR MEETING OF THE TOWN OF BINGHAMTON TOWN BOARD HELD ON TUESDAY, JULY 18, 2023, 6:00 P.M., TOWN OF BINGHAMTON TOWN HALL, 279 PARK AVENUE, BINGHAMTON, NEW YORK.

The meeting was called to order at 6:00 p.m. by Supervisor Rounds.

PLEDGE OF ALLEGIANCE

ROLL CALL:

| | | | |
|-------------------------------|---------|---------------------------|---------|
| E. Rounds, Supervisor | Present | D. Nye, Councilperson | Present |
| M. Bensley, Councilperson | Present | V. Conklin, Councilperson | Present |
| M. Donahue, Deputy Supervisor | Absent | | |

OTHERS PRESENT:

T. Tokos, Town Clerk
 G. Middleton, Town Attorney
 M. Leighton, Highway Superintendent.
 N. Pappas, Code Enforcement Officer/Buildings and Grounds.
 Z. Soboleski, Code Enforcement Officer/Buildings and Grounds.
 K. Olds, TOB Volunteer Fire Co.

Supervisor Rounds stated: A motion may be made to go into an executive session to discuss a legal matter and/or a personnel matter regarding a particular employee after the meeting is convened. There was a session

APPROVAL OF AUDITED CLAIMS:

Councilperson Nye made a motion to adopt a Resolution to approve the following claims as audited:

| | | | |
|----------|---------------------|-----------|------------------|
| Lighting | Claim No. 564 | \$ | 22.94 |
| Sewer | Claim No. 565 | \$ | 1,079.78 |
| Water | Claim No. 565 - 567 | \$ | 1,340.34 |
| Highway | Claim No. 568 - 575 | \$ | 48,675.52 |
| General | Claim No. 576 - 595 | \$ | 9,712.53 |
| | TOTAL | \$ | 60,831.11 |

The motion was duly seconded by Councilperson Bensley. All those present voted in favor of the motion. Motion carried. A roll call vote resulted in the following:

Ayes: Rounds, Nye, Bensley, Conklin Absent: Donahue

Nays: None
Abstained: None
Declared adopted.

(Resolution Appended)

RECOGNITION OF MINUTES:

There were no corrections made to the July 6, 2023 Work Session minutes.

VOICE OF THE PUBLIC:

Not Applicable. No speakers. Voice of the Public was opened and closed at 6:04 p.m.

COMMUNICATIONS AND ANNOUNCEMENTS:

REMINDER:

The Town of Binghamton Volunteer Fire Department is hosting a drive thru Chicken BBQ pick up at the Hawleyton United Methodist Church, located at 901 Hawleyton Road. Saturday, August 19, 2023 from 12:00 p.m. (noon) until sold out.

OFFICIALS AND COMMITTEE REPORTS:

Planning Board

- There will be a meeting Tuesday July 25, 2023 at 6:30 p.m. Paperwork was distributed for the Mill St. Project.
- Supervisor Rounds informed the Board Members that we will be moving forward with the credits from the Mill Hill Project.

Zoning Board of Appeals

- No Report

Youth Commission

- No report, No meeting set at this time.
- It was requested that the spring/summer TOB youth sports statistics be listed in the next newsletter so that people can see the participation and how the teams did. Councilperson Nye will reach out to Chris Streno.

Code Enforcement/Buildings and Grounds

- SV Athletic Department has requested to use the field at Coleman Rd. for the modified teams in the spring since the fields at the school will be under construction for the new sports complex.

- Still waiting for quotes on the new fence at the park.
- Nick and Zack will be going to the Hazardous mitigation meeting July 19, 2023 at 1:00 p.m.
- It is now recommended that the Code dept is to issue appearance tickets to people who are in violation of taking care their property. Attorney Middleton will look into the code that NYS has for the protocol we have to follow.
- The Powers Rd property is finally moving along. The fine was paid through the closing on the property. We are still trying to get some progress on the Montrose Ave and the Park Ave property.

Highway Department

- Felters Rd. Solar project access is still in discussion and trying to be figured out. The Attorneys are trying to get the solutions and agreements finalized asap.
- Highway Superintendent Mark Leighton presented an Engineering proposal from CPL for the Felters Rd. Pump Station Upgrades. It was decided that we will put the project in the budget for next year.
- Highway Superintendent Mark Leighton presented two quotes for repair on the diesel fuel pump. The pump quit approx. 2-3 weeks ago. The quotes are from ULTRACON INC. at \$4,500.00 and FRANCIS SMITH & SONS, INC. at \$5,100.00. ULTRACON INC. was chosen with being the most descriptive one and the lower price. Councilperson Bensley made a motion to adopt a resolution to accept the proposal for replacement of the Diesel fuel pump from ULTRACON INC. in the amount of \$4,500.00. Councilperson Conklin duly seconded the motion. A roll call vote of those present resulted in the following:

Ayes: Rounds, Nye, Conklin and Bensley

Nays: None

Abstained: None

Absent: Donahue

Motion Carried.

(Resolution Appended)

- 2 quotes were also presented for a flow meter for the pump house on Felters Rd. The quotes are from CORE&MAIN at \$2,267.75 and INSTRUMART at \$3,067.00. Having a meter gives the knowledge of the flow rate, knowing the flow rate is important in the efficiency of the pump and gives a better idea of any issues. Councilperson Bensley made a motion to adopt a resolution to accept the proposal from CORE&MAIN in the amount of \$2,267.75 for replacement of a Flow meter. Councilperson Nye duly seconded the motion. A roll call vote of those present resulted in the following:

Ayes: Rounds, Nye, Conklin and Bensley

Nays: None

Absent: Donahue

Motion Carried.

(Resolution Appended)

- More ditching is being done, many shoulder areas are in need of repair and patching. Areas being worked on are Hance Rd, Jackson Rd and Milks Rd.

Receipt of Reports – The Town Board is in receipt of the following reports:

Town Clerk's Monthly Report for June 2023

DCO Monthly Report for June 2023

Code Enforcement Officer's Monthly Report for June 2023

TOB Volunteer Fire Co.

- For the past 2 months- 19 calls: 1 water condition, 5 service calls, 2 mutual aid, 1 smoke call (during hazy conditions from Canada fires), 6 fire (false alarms), 3 trees down and 1 EMS support.
- Looking into what an Emergency Operations Center needs as far as phone lines and internet. Currently there are two phone lines at \$75.00 per line. If only one is needed we can eliminate the 2nd. Kevin will let us know once the information is available.

Supervisor

- No report

Unfinished Business

- Councilperson Conklin made a motion to set a special meeting for the Board members on Tuesday August 8, 2023 at 11:30 a.m. to update the Employee Handbook. A back up meeting is set for August 9, 2023 in the event the first date doesn't work for the members. Councilperson Bensley seconded the motion.

Motion Carried.

Final CDL Reimbursement Program Policy -See attachment

New Business

- Someone approached the Highway Superintendent with interest in building a home at 3250 Cynthia Dr. It was discussed that when the time comes and the proper permits are obtained we will have to use our easements on the Rasmussen property for water/sewer connections.

VOICE OF THE PUBLIC

- Not Applicable. No speakers. Voice of the Public was opened and closed at 7:03 p.m.

EXECUTIVE SESSION:

- A motion was made by Councilperson Bensley to go into an Executive Session at 7:04 p.m. to discuss a personnel matter and the motion was duly seconded by Councilperson Conklin. All those present voted in favor of the motion. Motion carried.
- A motion was made by Councilperson Bensley to adjourn the Executive Session at 7:30 p.m. and was duly seconded by Councilperson Conklin. All those present voted in favor of the motion. Motion carried.
- A motion was made by Councilperson Nye to reconvene the Board Meeting at 7:31 p.m. the motion was duly seconded by Councilperson Bensley. All those present voted in favor of the motion. Motion carried.

ADJOURNMENT

- A motion was made by Councilperson Nye to Adjourn the Board Meeting at 7:32 p.m. the motion was seconded by Councilperson Bensley. All those present voted in favor of the motion. Motion carried.

LOOKING AHEAD:

- Town Board Work session – Tuesday, August 1, 2023, at 4:00 p.m.
- Town Board Regular Meeting – Tuesday, August 15, 2023 at 6:00 p.m.

Transcribed by,

Tracy Tokos

Town Clerk

Respectfully submitted by,

Paula J. Edwards

Deputy Town Clerk

CDL REIMBURSEMENT PROGRAM POLICY

POLICY

All Town of Binghamton Highway Department employees are eligible to receive reimbursement for the training/course costs of obtaining their Class A or Class B CDL if such CDL training is completed and such CDL is obtained after the employee's date of hire with the Town of Binghamton.

PROCEDURES

Eligibility: All non-probationary employees of the Town of Binghamton Highway Department who did not have a CDL license at their time of hire by the Town of Binghamton, or an employee wishing to upgrade the CDL class of their current license, will be eligible for this CDL reimbursement program. An employee will not be eligible until the expiration of their six (6) month employee probationary period.

Reimbursement Process: Any eligible employee must be past their six (6) month employee probationary period, and must first submit three (3) written cost quotes for CDL training programs, for either obtaining or upgrading a CDL, to the Highway Supervisor for cost approval by the Town Board. Once approved, the employee may take any course at or below the cost approved by the Town Board. If the eligible employee elects to complete a program at a higher cost than that approved by the Town Board, the Town Board will reimburse only up to the amount previously approved.

Upon completion of the program, the eligible employee will then submit a completed reimbursement request form, along with a copy of the CDL and receipt from the DMV, to the Highway Supervisor for final approval.

The eligible employee will then be reimbursed for the total cost of the CDL, or the approved cost of the CDL, whichever is of lower value, on a prorated basis for three (3) consecutive years at the end of each one (1) year period in said three (3) year period, which period shall be calculated from the date of the employee's obtention of the CDL license or license upgrade. Should the eligible employee leave the employment of the Town of Binghamton within that three (3) year period, such eligible employee automatically forfeits any unpaid portions of the CDL reimbursement.

Emergency Request: In the event of an emergency circumstance wherein an immediate need arises for an employee to obtain a CDL to operate Town equipment, and upon the receipt of a written request from the Highway Superintendent requesting the payment of a CDL license training/course for a particular employee including the submission of three (3) written cost quotes for CDL training programs from the Highway Superintendent or the employee, the Town Board may, in its sole discretion, pay in full and upfront the training/course costs of such employee obtaining their Class A or Class B CDL license.