



Town Clerk  
Gail L. Springer, RMC

# Town of Union

**Town Board**  
Rose A. Sotak, *Supervisor*  
Thomas R. Augustini, *Councilman*  
Frank J. Bertoni, *Councilman*  
Leonard J. Perfetti, *Councilman*  
Robert Mack, *Councilman*

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## AGENDA

### TOWN OF UNION BOARD MEETING

May 3, 2017

#### SALUTE TO THE FLAG:

PUBLIC HEARINGS: None.

BIDS: None.

#### APPROVAL OF MINUTES:

**Motion** to approve the Minutes of the Regular Town of Union Board meeting held on Wednesday, April 19, 2017.

#### HEARING OF VISITORS:

#### COMMUNICATIONS FOR FILING:

1. Minutes of the Regular Meeting and Work Session of the Board of Trustees of the Village of Johnson City held on April 4, 2017.
2. Email from Frank Chernega, thanking the Town Board and Town Workers for the installation and for being so expeditious in getting a guardrail installed at the end of Sandra Drive.

#### COMMUNICATIONS FOR ACTION:

1. Notice of Entry – M & T Bank S/B/M To M & T Mortgage Corporation., Plaintiff, for 14 Cook Street, Johnson City.
2. Letter from Endwell Fire Company, Inc. that they would like to host a 2<sup>nd</sup> annual 5K Run/Walk on September 17<sup>th</sup>, 2017 at 10:30 A.M. The race would begin at the Fire Station and end at the Fire Station. A proposed course map is attached.



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3. Email from Claire Congdon, M-E PTA Council President, to Supervisor Rose A. Sotak requesting barricades for the Maine Endwell PTA Ice Cream Social Event to be held on May 16, 2017 at the Maine Endwell Senior High School.
4. Letter from Bob DeBonis, Church of the Holy Family, Endwell, requesting permission to hold their annual bazaar on July 28, 29 and 30, 2017.

**PETITIONS:**           None.

**COMMITTEE REPORTS, RECOMMENDATIONS AND RESOLUTIONS:**

**THE FOLLOWING COMMITTEE ITEMS REFERENCE A MOTION OR RESOLUTION AND ARE SIMPLY POTENTIAL ITEMS AFTER DUE CONSIDERATION:**

**EMPLOYEES/SAFETY COMMITTEE**

Robert Mack, Chairperson  
Frank J. Bertoni

**Resolution** to amend the Town of Union Employee Handbook – Section 906 Sexual Harassment, Reporting of Sexual Harassment as follows:

Reporting of Sexual Harassment – Employees are encouraged to report incidents of sexual harassment to any Department Head or Employees Committee of the Town Board or Town Attorney as soon as possible after their occurrence. Employees who believe they have been sexually harassed and would like to obtain guidance as to how to proceed in filing a complaint should contact any Department Head or Employees Committee of the Town Board or Town Attorney. Employees who work second and third shifts are encouraged to contact Department Head or Employees Committee of the Town Board or Town Attorney as soon as possible if these individuals do not work during the employee's shift.

**Resolution** to amend the Town of Union Employee Handbook – Section 905 Fair Treatment, Notification of Policy Violations as follows:

Notification of Policy Violations – An employee should immediately report any kind of harassment or discrimination in the workplace to the employee's Department Head. In the event the employee is unable to discuss this matter with the Department Head, the complaint should be reported to the Employees Committee of the Town Board or Town Attorney. All complaints of harassment or discrimination will be investigated discreetly and promptly. An employee who reports harassment or discrimination in the workplace will not suffer adverse employment consequences as a result of making the complaint.



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**Resolution** to authorize Supervisor Rose A. Sotak to sign and execute the Memorandum of Agreement between the Town of Union and SUNY Broome Community College in Partnership with UHS-Business Direct Programs providing harassment programs for employees of the Town of Union, as resolved by the Town Board on February 15, 2017, for the sum of \$1,200.00. Trainings will be held on Wednesday, 5/10/17 from 1:00 pm to 2:30 pm, and 2:30 pm to 4:00 pm, and on Wednesday, 5/24/17 from 1:00 pm to 2:30 pm at the Town of Union. Employees will be informed by their Department Heads as to the session they should attend.

## **FINANCE/CAPITAL PROJECTS COMMITTEE**

Thomas R. Augustini, Chairperson  
Robert Mack

## **LAWS & LEGISLATION/INTERGOVERNMENTAL COMMITTEE**

Frank J. Bertoni, Chairperson  
Leonard J. Perfetti

## **PARKS, RECREATION & ENVIRONMENTAL COMMITTEE**

Leonard J. Perfetti, Chairperson  
Frank J. Bertoni

**Resolution** to authorize a purchase of a 2017 Caterpillar 259D Compact Track Loader on State Contract for a price of \$49,621.00.

## **PLANNING, ZONING & ECONOMIC DEVELOPMENT COMMITTEE**

Frank J. Bertoni, Chairperson  
Thomas R. Augustini

**Resolution** to extend the agreement for FFY 2016 CDBG Program with Whitmore Fencing for Logan Field Ballfield Improvements through May 26, 2017 and authorize the Supervisor Rose A. Sotak to execute.

**Resolution** to extend the Extension of Design /Inspection Agreement for NY Rising Program Project – Brixius Creek Stream Bank Restoration with Keystone Associates through December 31, 2017 and authorize Supervisor Rose A. Sotak to execute the said agreement.

**Resolution** to extend the Extension of Design /Inspection Agreement for NY Rising Program Project – Patterson Creek Stream Bank Restoration with Delta Engineers and Architects through December 31, 2017 and authorize Supervisor Rose A. Sotak to execute the said agreement.



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**Resolution** to extend the Extension of Design /Inspection Agreement for CDBG-DR Program Project – N. Loder Avenue Drainage Improvements with Hulbert Engineering and Land Surveying through December 31, 2017 and authorize Supervisor Rose A. Sotak to execute the said agreement.

**Resolution** to extend the Extension of Design /Inspection Agreement for CDBG-DR Program Project – JC Water Treatment Plant Maintenance Building with Keystone Associates through December 31, 2017 and authorize Supervisor Rose A. Sotak to execute the said agreement.

## **PUBLIC WORKS COMMITTEE**

Thomas R. Augostini, Chairperson  
Robert Mack

**Resolution** to authorize Supervisor Rose A. Sotak to execute a maintenance agreement with Air Temp Heating and Air Conditioning, Inc. for one year.

**Resolution** to authorize the purchase of One (1) new 2017 Chevrolet Malibu – NJLPA Contract #102811 from National Auto Fleet Group at the purchase price of \$23,989.24.

**Resolution** to authorize the purchase of Two (2) new 2018 Mack Granite, GU813 Garbage Trucks per Onondaga County Contract #7823 with purchase price of \$208,144.83 ea. for a total of \$416,289.66 from Beam Mack Sales Service, Inc. These would replace D-48 and D-49.

**Resolution** to authorize the purchase of One (1) new 2018 Mack Granite, GU713 Dump Truck with Plow Equipment per Onondaga County Contract #7823 with purchase price of \$216,024.09 ea. from Beam Mack Sales Service, Inc. This would replace E-21, which would be declared as surplus and be sold by Auctions International.

**Resolution** to authorize the purchase of a new 2017 Caterpillar Skid Steer 246D through a Buy Back Program from CAT for a price of \$44,390.00 minus trade in \$39,390.00 net difference being \$5,000.00 per NYS OGS contract PC66988 NJPA-032515 CAT.

## **HEARING OF VISITORS:**



# Town of Union

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## **DEPARTMENT REPORTS ON FILE IN THE TOWN CLERK'S OFFICE:**

1. Permits Report – March 2017.
2. Town of Union Planning Department Minor Site Plan Review Decision – Barnaby's Pub Parking Lot, 2101 & 2103 East Main Street, Tax Map #'s: 157.07-1-30 and 157.07-1-31.
3. Town of Union Local Development Corporation Financial Statements – December 31, 2016.

## **ADJOURNMENT:**

GLS/bk

Gail L. Springer, RMC  
Town Clerk