



Town Clerk
Leonard J. Perfetti

Town of Union

Town Board
Richard A. Materese, *Supervisor*
Thomas R. Augustini, *Councilman*
Frank J. Bertoni, *Councilman*
Sandra C. Bauman, *Councilwoman*
Heather R. Staley, *Councilwoman*

AGENDA

TOWN OF UNION BOARD MEETING

July 14, 2021

The Town Board Meeting is accessible by Zoom or in person.

Topic: Town Board Work Session & Meeting

Time: Jul 14, 2021 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89911854058?pwd=M1ZzR0hGMGRBVdVVRTjBiQmF5Z0tIZz09>

Meeting ID: 899 1185 4058

Passcode: 268979

One tap mobile

+19292056099,,89911854058#,,, *268979# US (New York)

+13017158592,,89911854058#,,, *268979# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 899 1185 4058

Passcode: 268979

Find your local number: <https://us02web.zoom.us/j/89911854058?pwd=M1ZzR0hGMGRBVdVVRTjBiQmF5Z0tIZz09>

SALUTE TO THE FLAG:

PUBLIC HEARINGS: None.

BIDS:

Bids were called for on Thursday, June 17, 2021 at 10:00 A.M. for Septic Tank Pumping and Septage Disposal.

A single Bid was received as follows:



Town of Union

Drain Masters, LLC

1. Pumping of a 1,000 gallon septic tank,
Hauling, and disposal\$ 250.00
2. Pumping of a 2,000 gallon septic tank,
Hauling, and disposal\$ 300.00

Motion to receive and file the single Bid for Septic Tank Pumping and Septage Disposal.

Bids were called for on Wednesday, July 12, 2021 at 10:00 A.M. for Embankment Failure & Sanitary Sewer Repairs – 904 Farm to Market Road.

Bids were received as follows:

Hurd Development LLC	\$141,117.00
Siteworx, Inc.	\$143,425.00

Motion to receive and file the Bids for Embankment Failure & Sanitary Sewer Repairs – 904 Farm to Market Road.

APPROVAL OF MINUTES:

Motion to approve the Minutes of the Regular Town of Union Board Meeting held on Wednesday, June 16, 2021.

HEARING OF VISITORS:

COMMUNICATIONS FOR FILING:

1. 239 Review Submission Form – Town of Chenango to amend Local Law Chapter 73 “Zoning” increasing allowable square footage of accessory buildings.
2. Notice from The Pinsky Law Group regarding an online seminar titled “Legalized Marijuana and Municipal Employees” to be held on September 28 & 29, 2021.
3. Resignation letter from Deputy Assessor Cindy Mills effective August 2, 2021.
4. Resignation letter from Planning Director Sara Zubalsky-Peer effective July 9, 2021.
5. Charter Communications Notice – July 7, 2021.



Town of Union

6. Email from Marcia Monforte praising the Sewer Department for their fast response to an emergency call in June for a water backup in her basement floor drain.

COMMUNICATIONS FOR ACTION:

1. Letter from Kashif Summers, Watch Us Change Us Organization, requesting donation of pavilions for their Community BBQ on 28, 2021 at Highland Park.
2. Letter from Matt Schroedel, 914 Wallace Street, Endicott, regarding the poor condition of Wallace Street and asking if the Town has plans to re-mill and pave it.
3. Standardized Notice Form for Providing 30 Day Waiver for an On-Premises Alcoholic Beverage License Advance Notice to a Local Municipality from Fairways Indoor Golf, LLC. 511 Hooper Road, Endwell, New York.
4. Letter from Nicole Wolfe, Superintendent, Union Endicott School District, requesting a reduced school zone speed limit in the area of Charles F. Johnson Elementary School on Dickson Street, Endicott.
5. Email from Connie Allis regarding her interest in purchasing the Town owned properties at 215 & 219 Ardmore Street, Endicott.

PETITIONS: None.

COMMITTEE REPORTS, RECOMMENDATIONS AND RESOLUTIONS:

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

ENVIRONMENTAL / LAWS & LEGISLATION / INTERGOVERNMENTAL COMMITTEE

Frank J. Bertoni, Chairperson
Sandra C. Bauman
Heather R. Staley

FINANCE/CAPITAL PROJECTS & PUBLIC WORKS COMMITTEE

Heather R. Staley, Chairperson
Thomas R. Augostini
Frank J. Bertoni



Town of Union

Resolution to award the Bid for Septic Tank Pumping and Septage Disposal to Drain Masters LLC, P.O. Box 271, Munnsville, NY for their bid price of :

Pumping of a 1,000 gallon septic tank,
Hauling, and disposal\$ 250.00
Pumping of a 2,000 gallon septic tank,
Hauling, and disposal\$ 300.00

They have met or exceeded all specifications.

Motion to approve the following 2021 Budget Transfer.

Decrease:	31 5110 2500	Other Equipment	\$	\$1,900.00
Increase:	31 5110 4110	Small Tools & Imp		\$1,900.00
Decrease:	10 1640 4113	Batteries	\$	300.00
Increase:	10 1640 4111	Parts	\$	300.00
Decrease:	20 1490 4601	Travel & Expense Reimb.	\$	500.00
Increase:	20 1490 4603	Legal Notices	\$	500.00
Decrease:	31 5130 4111	Parts		\$5,292.00
Increase:	31 5130 4400	Software Maintenance		\$5,292.00

Resolution to purchase five (5) Microsoft Surface Go 2 Tablets for the Town Board members. The attached quote shows a one-time cost of \$5,265.00. This would be funded with ARPA funds with the loss of revenue general funds.

Resolution accepting the quote from Archive Social for a cloud based social media record keeping system. The annual cost of the program is \$2,988.00 or \$249.00/month. There are no contracts and the fee is all inclusive and fixed. Funding would be shared between all departments/funds.

Resolution authorizing Assessor, Joseph Cook to execute the Fee Proposal & Assignment Agreement with CNY Pomeroy Appraisers, Inc., dated June 9, 2021 for valuation services in the amount of \$7,500.00. The fee will be paid in two parts, \$3,750.00 upon execution and \$3,750.00 upon completion.

Resolution to approve the prepared quote from ICS for the upgrade to five (5) switches in the Main Building for a onetime fee of \$6,433.00, which would be funded with capital projects monies currently available. The switches are required to be replaced every 5 years and the current ones are out of date.



Town of Union

Resolution to call for a Public Hearing on Wednesday, August 4, 2021 at 7:00 P.M. to consider amending the local law of the Town of Union Code **§191-14 Parking Prohibited in designated locations as follows:**

<u>Name of Street</u>	<u>Location</u>
Valley Street (North Side)	Beginning at a point 344 feet west of the intersection of Circle Drive, to the dead end.
Valley Street (South Side)	Beginning at a point 344 feet west of the intersection of Circle Drive, to the dead end.

Resolution to call a Public Hearing on Wednesday, August 4, 2021 at 7:00 P.M. to consider amending Town of Union Code Article VIII Speed Regulations Section 191-11. A. The maximum speed limit on all highways within the Town of Union is hereby designated as 30 miles per hour except as hereinafter designated:

Name of Street	Speed Limit	Location
Dickson Street	15	From the intersection of S. Grippen Ave, a distance of 1,320 feet west.

Resolution to award the Bid for Embankment Failure & Sanitary Sewer Repairs – 904 Farm to Market Road to Hurd Development LLC, 22 N. Brookside Avenue, Endwell, for their low bid price of \$141,117.00.

EMPLOYEES / SAFETY / PARKS & RECREATION COMMITTEE

Sandra C. Bauman, Chairperson
Heather R. Staley
Thomas R. Augostini
Frank J. Bertoni

Resolution to establish standard workdays for elected and appointed officials (Joseph Cook, Leonard J. Perfetti, Chester Kupiec, Christopher Grace & Gary Post) and to report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by elected and appointed officials to the Town Clerk.



Town of Union

Resolution to approve the Amendment to Town of Union Employee Handbook – Part-Time Employee Classification and the Amendment to Town of Union Temp-Part-Time-Seasonal Handbook – Part-Time Employee Classification.

Motion to approve the hiring of Jo-Ann Burlingame as full time Assessor's Aid to start on Monday July 26, 2021. The hiring approval will be contingent on pre-employment testing and screening. The starting salary will be consistent with the terms of the Collective bargaining Agreement.

Resolution to approve the hiring of Cindy Mills, retired Deputy Assessor, to return as a part time employee at a rate of \$25.16 an hour, effective August 2, 2021.

PLANNING, ZONING & ECONOMIC DEVELOPMENT COMMITTEE

Thomas R. Augostini, Chairperson

Frank J. Bertoni

Sandra C. Bauman

Resolution to approve the Community Development Block Grant Federal Fiscal Year 2021 Annual Action Plan as recommended by the Citizens Advisory Council for Community Development and authorize the Supervisor or Deputy Supervisor to execute the grant application (SF-424) required annual certifications, and any other documentation required to submit said plan to HUD. The Supervisor and/or Deputy Supervisor are further authorized to execute all sub recipient agreements with public service providers as outlined in the Annual Action Plan. The Planning Director is further authorized to issue bids and/or Requests for Proposals (RFPs) for construction related projects identified in the plan. Said bids and/or RFPs shall be returnable at dates and times established by the Planning Director.

Motion to accept the Preliminary Homestead Village PUD Development Plan, and to refer it to the Planning Department to make all necessary referrals under Section 239-l and -m, and to forward the Preliminary PUD Development Plan to the Planning Board for an advisory opinion.

Resolution to declare Lead Agency for the application for the Preliminary Homestead Village PUD Development Plan, and to declare the project a Type 1 Action under SEQRA.

Resolution to approve the amendment to the Grant Disbursement Agreement for Empire State Development for the Town of Union Floodwall Capital Project # AB700. The Supervisor and/or the Deputy Supervisor, Planning Director, Comptroller and Commissioner of Public Works are authorized to execute all documents required to complete the amendment to the EDS grant disbursement agreement.



Town of Union

Resolution authorizing the agreements with THOMA Development Consultants to complete Regional Development Council Grant Applications for Argonne Avenue/Shady Drive walking trails/storm water detention facility and Comprehensive Plan update; and authorizing the Supervisor, Deputy Supervisor, and Planning Director to prepare and execute all documents associated with the agreements.

HEARING OF VISITORS:

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

ADJOURNMENT:

Leonard J. Perfetti
Town Clerk

LJP/bk