



**Town Clerk**  
Leonard J. Perfetti

# Town of Union

**Town Board**  
Rose A. Sotak, *Supervisor*  
Thomas R. Augostini, *Councilman*  
Frank J. Bertoni, *Councilman*  
Robert Mack, *Councilman*  
John M. Bernardo, *Councilman*

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## **DRAFT AGENDA**

### **TOWN OF UNION BOARD MEETING**

**December 20, 2017**

#### **SALUTE TO THE FLAG:**

#### **PUBLIC HEARINGS:**

A Public Hearing was called for on Wednesday, December 20, 2017 at 7:00 P.M. to consider input on the Town of Union ADA Transition Plan: Pedestrian Facilities in the Public Right-of-Way.

Pub. & Posted on December 15, 2017

#### **BIDS:**

#### **APPROVAL OF MINUTES:**

#### **HEARING OF VISITORS:**

#### **COMMUNICATIONS FOR FILING:**

1. Letter from the Town of Vestal - Notice of Application Ground Water Withdrawal Well 4-4 SRBC Pending No. 2017-084.
2. Announcement/Invitation from Diane Donahue, Our Lady of Good Counsel & St. Ambrose Churches, Endicott, announcing an Open House for the Safe Harbour Satellite Office at St. Ambrose School, 212 Garfield Avenue, Endicott, on January 5, 2018 from 11:00 AM to 1:00 PM. Safe Harbour works to promote awareness and identification of youth trafficking and provides comprehensive services to potential victims of commercial sexual exploitation.
3. Notification Pursuant to Section 239-m review for a sign variance at 800 Valley Plaza Drive, Johnson City, NY 13790.
4. Charter Communications Notice – December 13, 2017.
5. Letter from Dr. David M. Chico, NYS Agriculture and Markets, regarding Municipal Shelter Report completed on 12/01/2017.



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6. Letter from Betty J. Homa, Fire District Secretary, West Corners Fire District, reporting results of the Fire District Election held on December 12, 2017.
7. Letter from Cindy Kennerup, Johnson City Village Clerk, regarding Resolution 2017-196 adopted at a Regular Meeting of the Board of Trustees of the Village of Johnson City on November 21, 2017 regarding authorization of the settlement of the pending litigation matter, Town of Union et al vs Time Warner Cable Entertainment et al.
8. Letter from Erika Pereira, Administrative Assistant, Board of Fire Commissioners, Endwell Fire District, reporting results of the Fire District Election held on December 12, 2017.

### **COMMUNICATIONS FOR ACTION:**

1. Communication from Thomas H. Behan from the Broome County Personnel office about employee salary submission to the County.
2. New York State Department of Labor Notice of Violation and Order to Comply for inspection site – Union Town Highway Maintenance Garage, 3111 East Main Street, Endwell, New York.

**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

##### **FINANCE/CAPITAL PROJECTS COMMITTEE**

Thomas R. Augostini, Chairperson  
Robert Mack

**Resolution** to establish the 2017 Town of Union standard workdays for elected officials (John M. Bernardo and Leonard J. Perfetti), and to report the days worked to the New York State and Local Employees Retirement System based on the record of activities maintained and submitted by the officials to the Town.



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**Motion** to approve the following 2017 Budget Transfers:

Decrease:	10 7145 4459	Recreation Services	\$ 2,500.00
Increase:	10 7145 4159	Recreation Supplies	\$ 2,500.00
Decrease:	20 8160 4513	Tipping Fees	\$ 6,000.00
Increase:	20 8160 4111	Parts	\$ 6,000.00
Decrease:	10 7145 4459	Recreation Services	\$ 200.00
Increase:	10 7145 4101	Office Supplies	\$ 200.00

**Resolution** authorizing Supervisor Rose A. Sotak to sign and execute the Fire Protection Agreement with the Union Center Fire Protection District #8 from January 1, 2018 to December 31, 2018 for \$387,639.00. The Town Attorney has approved the agreement.

**Resolution** as required by Section 2019-a of the Uniform Justice Court Act, authorizing the approval and submission to the New York State Office of Court Administration Department of Audit and Control, the Annual Justice Court Audit prepared by the Town Deputy Comptroller.

**Resolution** to approve the Total Administrative Services Corporation – FlexSystem FSA proposal and authorize Supervisor Rose A. Sotak to sign said contract for the period of January 1, 2018 through December 31, 2018 at the following rates:

Set-Up Fee (One time)	\$200.00
Administration Fee	\$ 4.00/participant, \$50.00 Minimum

**Resolution** to authorize Supervisor Rose A. Sotak to sign the Excellus Proposal – Classic Blue (U65) for the contract period January 1, 2018 through December 31, 2018 at the following rates, subject to change during 2018:

Individual	\$ 1,021.75/mo.
Family	\$ 2,497.33/mo.

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

Frank J. Bertoni, Chairperson  
John M. Bernardo

**Resolution** to approve and adopt the Town of Union Workplace Violence Prevention Program and Policy; and add said policy to the Employee Handbook.



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

John M. Bernardo, Chairperson  
Frank J. Bertoni

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

Frank J. Bertoni, Chairperson  
Thomas R. Augostini

**Resolution** to approve the Federal Fiscal Year 2016 Consolidated Annual Performance and Evaluation Report (CAPER) and authorize the Supervisor and Planning Director to sign any and all documentation required for submission of the CAPER to HUD.

**Resolution** to approve Change Order #2 (Change Order #1 was an extension of time only) in the amount of \$144,989.69 to the contract with Vacri Construction for the N Loder Ave CDBG-DR funded drainage improvement project. The new contract amount shall be \$861,989.69. It should be noted that approximately 72% of the change order were costs incurred for trucking unsuitable material for disposal (tipping fees at \$27/ton) at the Broome County landfill.

**Resolution** to declare the Town Board as Lead Agency under the State Environmental Quality Review Act (SEQRA) for the CDBG-DR funded West Creek Bank Stabilization project.

**Resolution** to authorize the provisional appointment of Mary Lou Fahs to the position of Section 8 Coordinator, at the rate established by the CSEA Contract. This is currently a part time position and this appointment shall become effective for the payroll period beginning December 23, 2017.

## **PUBLIC WORKS COMMITTEE**

Thomas R. Augostini, Chairperson  
Robert Mack

## **HEARING OF VISITORS:**

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

1. Town Clerk Monthly Report - November 2017.
2. Town of Union Planning Board Minutes and Testimony – November 21, 2017.



# Town of Union

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## 3. Comptroller's Financial Report – November 30, 2017

### **ADJOURNMENT:**

LJP/bk

Leonard J. Perfetti,  
Town Clerk