



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*

DRAFT AGENDA

TOWN OF UNION BOARD MEETING

May 16, 2018

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, May 2, 2018.

HEARING OF VISITORS:

COMMUNICATIONS FOR FILING:

1. Letter from Lisa M. Pugliese, Director, Office of Public Housing, 2CPH, U.S. Department of Housing and Urban Development to Planning Director Paul A. Nelson regarding the Final Score Letter - Section 8 Management Assessment Program (SEMAP) certification for NY505.
2. Letter from Rebecca Bellard, State of New York Department of Taxation and Finance, Office of Real Property Tax Services regarding Certificate of Final Special Franchise Assessment for city and town assessment roll to be filed in 2018.
3. Letter from Rebecca Bellard, State of New York Department of Taxation and Finance, Office of Real Property Tax Services regarding Notice of Tentative Telecommunications Ceiling for city and town assessment roll to be filed in 2018.

COMMUNICATIONS FOR ACTION:

1. Email and pictures from concerned residents of West Corners regarding the condition of a house owned by the Town of Union located at 1205 Catherine Avenue, Endicott.



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2. Letter from Bob Brazill, Development Officer, ACHIEVE, regarding their late submission for CDBG Grant Funds for ACHIEVE's Children's Summer Program.
3. Letter from Bob DeBonis, Church of the Holy Family, Endwell, requesting permission to hold their annual bazaar on July 27, 28 and 29, 2018.
4. Letter from Suzanne Manley, 1140 Greenwood Glen, requesting the closure of the cul-de-sac on Greenwood Glen on June 23, 2018 for a neighborhood party.
5. Letter from Endwell Fire 5K Run/Walk Committee requesting permission to hold their 3rd annual Endwell Fire 5K Run/Walk on Saturday, September 22, 2018 starting at 10:30 A.M. The open road course through the streets of Endwell will begin and end at the Fire Station on Country Club Road.
6. Email from Richard Roe, Recreation Therapist, Camp Evans Coordinator, NYS Office for People with Developmental Disabilities Broome DDSO, requesting permission to use pavilion # 2 at Highland Park on July 2-3, and 5-6, 2018 from 8:00 A.M. to 3:00 P.M. for their Special Needs Camp; and requesting reduced fees to use the facility.
7. Letter and photos from Michael Maione, 2616 Ashton Court, Endwell, requesting the Town of Union to consider selling 1006 Taft Avenue, Endwell, Tax map # 125.19-3-17.1.
8. Letter from Wes Wilkert, 597 Forest Hill Road, Apalachin, requesting a reduction or waiver of fees for use of 17C Sports Facility by the Men's Senior Softball Team for their home games on Wednesday mornings, from May 16, 2018 to August 22, 2018 (a total of 4 games).

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

John M. Bernardo, Chairperson
Frank J. Bertoni

Motion to appoint Mary L. Poklemba as a full-time Dog Control Officer, provisionally, at a starting salary of \$25,392.00, as determined by the current CSEA Collective Bargaining Agreement, with effective start date of May 31, 2018.



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FINANCE/CAPITAL PROJECTS COMMITTEE

Robert Mack, Chairperson

John M. Bernardo

Resolution authorizing the Town Clerk of the Town of Union to conduct retail sales of E-ZPass, in accordance with the E-ZPass On the Go Retail Sales Program with the New York State Thruway Authority and to appropriate \$525.00 in funding.

Resolution to approve the following 2018 Budget Modification:

Increase:	31 3089 0000	State Aid	\$ 361,176.00
Increase:	31 5110 2300	Motor Vehicles, Equipment	\$ 361,176.00

Motion to approve the following 2018 Budget Transfers:

Decrease:	10 1989 4412	Copier	\$ 525.00
Increase:	10 2545 0000	Other Licenses	\$ 525.00

LAWS & LEGISLATION/INTERGOVERNMENTAL COMMITTEE

Frank J. Bertoni, Chairperson

Thomas R. Augostini

PARKS, RECREATION & ENVIRONMENTAL COMMITTEE

Thomas R. Augostini, Chairperson

Robert Mack

PLANNING, ZONING & ECONOMIC DEVELOPMENT COMMITTEE

Frank J. Bertoni, Chairperson

Thomas R. Augostini

Motion to authorize the hiring of Eric Johnson as a Seasonal Clerk in the Planning Department/Section 8 Housing Program at a salary of \$10.00/Hour. Anticipated start date is June 4, 2018, after successful completion of pre-employment testing.

Motion to authorize the hiring of James Woods as a Seasonal Clerk in the Planning Department/Planning Program at a salary of \$10.00/Hour. Anticipated start date is June 4, 2018, after successful completion of pre-employment testing.



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Resolution to appoint Giovanna Bernardo to fill a vacancy on the Citizens Advisory Council for Community Development for a term ending on 12/31/19.

Resolution to appoint Sandy Bauman to fill a vacancy on the Citizens Advisory Council for Community Development for a term ending on 12/31/20.

Resolution authorizing the Supervisor to execute the following updated document for the NY Rising Program to begin the closeout process: (Patterson Creek Project)

**Abbreviated Application Amendment Form
Change Order Recommendation Letter**

Resolution authorizing the Supervisor to execute the following updated document for the NY Rising Program to begin the closeout process: (Brixius Creek Project)

Abbreviated Application Amendment Form

Resolution authorizing the Supervisor to execute the following updated document for the NY Rising Program to account for the awarding of the construction contracts: (Refuse Garage)

Abbreviated Application Amendment Form

Resolution authorizing Change Order #1 to the contract with Albert Torto and Sons Construction for the W. Edward Street Reconstruction Project in the amount of \$3,630.00. The new contract amount will be \$445,290.00. The change order is required for removal and disposal of stumps of 11 trees that the Village of Endicott ordered removed, due to conflicts with utility lines. The tree removal work itself was done by the Village Light Department.

Resolution authorizing the Planning Director to accept a late application for FFY 2018 CDBG funding from ACHIEVE.

Resolution authorizing the Supervisor to execute the form letter designating Planning Director Paul A. Nelson as the Entity Administrator for the Town of Union's System for Award Management (SAM) account. The Planning Director is further authorized to submit the executed form to the Federal Service Desk to complete the registration process.



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Resolution authorizing the Town of Union to enter into a sponsorship agreement for the 2018 Dick's Sporting Goods Open in the amount of \$3500.00, and to authorize the Supervisor to execute the said agreement.

PUBLIC WORKS COMMITTEE

John M. Bernardo, Chairperson
Robert Mack

Motion to approve the attendance of Anthony Silvestri to the Southern Tier Building Officials meeting on June 13, 2018 at the Big Flats Community Center, Big Flats, New York. Authorization to include the use of a Town vehicle and registration fee of \$35.00. The training accounts for the 6 hours of the required annual training.

Resolution to award the Bid for Underdrain Installation and Connection at Miscellaneous Locations to Tre-Gen Concrete, Corporation, Johnson City, New York for their low bid price of \$49,381.00.

HEARING OF VISITORS:

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

1. Town Clerk Monthly Report - April 2018.
2. Permits Report – October & November 2017.
3. Town of Union Planning Department Decision - Site Plan Review – Sprint/American Tower, Sprint AL33XC24, 333 Hooper Road, Endwell, Tax Map #142.13-6-8.1.
4. Town of Union Planning Board Decision – Special Use Permit - Up State Tower Co., LLC/Blue Wireless, 1209 Taft Avenue, Endwell, Tax Map # 125.11-1-3.
5. Town of Union Planning Board Decision – Site Plan Approval - Up State Tower Co., LLC/Blue Wireless, 1209 Taft Avenue, Endwell, Tax Map # 125.11-1-3.
6. Town of Union Planning Board Decision – Special Use Permit – John Witinski, Jr.-Empire Plastics/Lane Paving & Sealcoating, 513 & 515 Fairmont Avenue; 310 Kent Avenue, Tax Map #158.05-3-24, 25, 31.
7. Town of Union Planning Department Decision – Site Plan Approval – AT & T Mobility Telecommunications Facility, 1190 Robinson Hill Road, Tax Map # 126.04-1-5.



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8. Town Comptrollers Monthly Reporting – April 2018.

ADJOURNMENT:

LJP/bk

Leonard J. Perfetti,
Town Clerk