



Town Clerk
Leonard J. Perfetti

Town of Union

Town Board
Robert Mack, *Supervisor*
Thomas R. Augostini, *Councilman*
Frank J. Bertoni, *Councilman*
Joseph P. Nirchi, Sr., *Councilman*
David Kudgus, *Councilman*

AGENDA

TOWN OF UNION BOARD MEETING

September 6, 2023

SALUTE TO THE FLAG:

PUBLIC HEARINGS: None.

BIDS:

Bids were called for on Tuesday, August 15, 2023 at 10:00 A.M. for LED Lighting Replacement – Main Town Building.

Bids were received as follow:

Upstate Companies 1 LLC	\$46,900.00
Diekow Electric, Inc.	\$49,800.00
Matco Electric Corporation	\$77,000.00

Motion to receive and file the bids for LED Lighting Replacement – Main Town Building.

Bids were called for on Thursday, August 31, 2023 at 10:00 A.M. for Town of Union Office Complex Roof Replacement.

Bids were received as follows:

New Britain Roofing Company	\$ 853,600.00	(Inclusive of Add Alternate No's 1-4)
Titan Roofing, Incorporated	\$1,003,500.00	(Inclusive of Add Alternate No's 1-4)

Motion to receive and file the Bids for Town of Union Office Complex Roof Replacement.

APPROVAL OF MINUTES:

Motion to approve the Minutes of the Regular Town of Union Board Meeting held on Wednesday, August 9, 2023 and the Special Work Session held on Wednesday, August 16, 2023.

HEARING OF VISITORS:



Town of Union

COMMUNICATIONS FOR FILING:

1. Endwell Fire District Financial Statements – Year ended 12/31/2022.
2. Charter Communications Notice – 09/01/23

COMMUNICATIONS FOR ACTION:

1. Letter from Karen Kuzel, 851 Rosewood Terrace, Endwell, requesting permission to hold a block party on Saturday September 9, 2023, from 5:00 P.M to 8:00 P.M., with a rain date of Sunday September 10, 2023 and barricades to be placed at the corners of Catalina Boulevard and Rosewood Terrace, and Debonair Road and Rosewood Terrace. Request to include the use of an additional 10-15 traffic cones to create a 'Kid Zone' for the safety of the children during activities.
2. Email from Olivia Catalano, Stack Avenue, Endwell, requesting permission to hold a block party on Saturday, September 30, 2023 and the use of barricades to block off both ends of Stack Avenue.
3. Letter from Olivia Porcari, Maine-Endwell High School Student Council Advisor, requesting permission to hold their Homecoming Parade on Saturday, October 14, 2023 from 11:00 A.M. to approximately 12:30P.M. The parade would start at Riverdale's extra parking lot on N. Knight Avenue, continue to Watson Boulevard, left on to Beckwith, right on to Country Club Road, left on Hooper Road, right on to Farm to Market and ending at Maine-Endwell High School.
4. Letter from Frank A. Maddi, Jr, 800 Shale Drive, Endicott, requesting the Town have a professional road survey done to determine the exact location of the Town of Union's Right of Way Easement on Shale Drive.
5. Email from Cindy Bedford, 6 Eagle Drive, Endwell, requesting reimbursement for the two storage bins for yard waste that were taken by the recycling men that were collecting yard waste on August 21, 2023. These containers were part of a special set that she purchased for yard waste.

PETITIONS: None.

COMMITTEE REPORTS, RECOMMENDATIONS AND RESOLUTIONS:

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



Town of Union

ENVIRONMENTAL / LAWS & LEGISLATION / INTERGOVERNMENTAL COMMITTEE

Joseph P. Nirchi, Sr., Chairman
Frank J. Berton

Resolution to approve the modification of the 2020 Easement between NYSEG and Town of Union and authorize Supervisor Mack to execute the same, and any related documents to record the same.

Resolution to approve the following new IT Policies as recommended by the Town Attorney, Integer Security and TechMD:
Audit Log Management Policy and Disaster Recovery Policy.

FINANCE

Thomas R. Augostini, Chairman
David Kudgus

Motion to approve the following 2023 budget transfers:

Increase	10 1680 4101	Office Supplies	\$ 1,000.00
Decrease	10 1680 1080	Compensated Absences	\$ 1,000.00
Increase	20-3620-4413	Permits Property Repair	\$26,783.78
Decrease	20-3620-1010	Permits Salary	\$26,783.78
Increase	20-8160-4112	Tires	\$15,000.00
Decrease	20-8160-4513	Tipping Fees	\$15,000.00
Increase	20-1620-4203	Water	\$ 1,500.00
Decrease	20-1620-4423	Property Repairs	\$ 1,500.00
Increase	31-5110-4153	Brick & Block	\$15,000.00
Increase	31-5110-4154	Manhole Covers	\$15,000.00
Decrease	31-5110-4126	Maintenance Parts	\$30,000.00

Resolution to approve the MUNIS Software Upgrade Agreement that will occur on September 28th and 29th, 2023, and make a payment of \$21,840.00 prior to that time as requested. Funds for this upgrade will be from the ARPA Lost Revenue funds:
10-1989-4512 ARPA Professional Services \$21,840.00

CAPITAL PROJECTS & PUBLIC WORKS COMMITTEE

Frank J. Berton, Chairman



Town of Union

Joseph P. Nirchi, Sr.

Resolution to award the Bid for LED Lighting Replacement – Main Town Building to Upstate Companies 1, LLC , Mount Upton, New York, for their low bid price of \$46,900.00.

A proposal was received for Highland Park Gym AC System from Smith Site Development, LLC for the Voluntary Cost Estimate Total of \$172,524.33.

Resolution to accept the Proposal for Highland Park Gym AC System from Smith Site Development, LLC for their price of \$172,524.33.

Resolution to award the Bid for Town of Union Office Complex Roof Replacement to New Britain Roofing for their bid price of \$853,600.00.

EMPLOYEES & SAFETY

Thomas R. Augostini, Chairman
Joseph P. Nirchi, Sr.

Motion to authorize Melissa Opeka, Personnel Specialist, to become a member of the Public Sector Human Resources Association in order to obtain training towards her IMPA-CP Certification to expand her knowledge of human resources management, become a better leader and provide the Town with extensive resources for HR-related matters. The overall cost of this certification is outlined as follows:

-Annual Professional Membership fee	\$ 175.00
-2023 Public Sector HR Essentials (Session 10: 9/19/23-12/19/23	\$ 999.00
-IPMA-CP Study Guide	<u>\$ 100.00</u>
	\$1,274.00

PARKS & RECREATION COMMITTEE

Frank J. Bertoni, Chairman
David Kudgus

Resolution to authorize Supervisor Robert Mack sign the contract with Ed & Ed for the printer/copier/scanner in the Parks/Highway Office for an amount of \$5299.29. Monies for this piece of equipment will be split between line items of the Parks Department and the Highway Department, each responsible for \$2649.65.

PLANNING, ZONING & ECONOMIC DEVELOPMENT COMMITTEE

David Kudgus, Chairman
Thomas R. Augostini



Town of Union

Resolution to call for a Public Hearing to be held on Wednesday, October 4, 2023 at 7:00 P.M. for input and comments regarding the Town instituting a twelve (12) month moratorium on battery energy storage installations, to allow the Town sufficient time to determine the appropriate code and land use laws, and to complete the drafting of a battery energy storage system ordinance.

Resolution to approve the Comptroller & Deputy Comptroller to have HUD Financial & Management system access for the CDBG & Housing Choice Voucher Programs Program(s)

Resolution to approve the Deputy Planning Director to have HUD Financial & Management system access for the CDBG & Housing Choice Voucher Programs Program(s)

Resolution to authorize the Planning Director to submit the 2023 Section Eight Management and Assessment Program (SEMAP) certification to HUD, and for approval for the Planning Director, Supervisor and/or Deputy Supervisor to execute any documentation necessary for 2023 SEMAP submission

Resolution to authorize the Town of Union Supervisor, Deputy Supervisor, Comptroller, Planning Director & Deputy Planning Director to execute and submit any and all required documentation for the FFY 22-23 CAPER to HUD. This report is due December 31, 2023. The CAPER also requires a 15-day comment period which will begin on Sunday, December 10, 2023.

Motion to approve Change Order #1 from Delta Engineers for the West Corners Fire District Generator Project, conditional on the Fire District Board Approval:

Contract Price prior to this Change Order:	\$ 95,500.00
Increase this Change Order:	\$ 9,045.23
Contract Price incorporating this Change Order :	\$104,545.23

HEARING OF VISITORS:

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

1. Permits Monthly Report – July 2023.
2. Town Clerk Monthly Report – July 2023.



Town of Union

3. Town of Union Planning Board Decision – Application # PB-2023-15A, Approval of Special Use Permit - Expansion of Training Facilities for a Public Utility – NYSEG, 1195 Reynolds Road, Tax Map # 127.01-1-6.
4. Town of Union Planning Board Decision – Application # PB-2023-15B, Site Plan Approval - Expansion of Training Facilities for a Public Utility – NYSEG, 1195 Reynolds Road, Tax Map # 127.01-1-6.
5. Town of Union Planning Board Decision – Application # PB-2023-21, Approval of Special Use Permit – Cannabis Retail – Shafer Brothers, LLC, Nanticoke Gardens, 1543 Union Center Maine Highway, Endicott, Tax Map # 141.05-1-23.
6. Town of Union Local Development Corporation Meeting Minutes – June 22, 2023.

ADJOURNMENT:

Leonard J. Perfetti
Town Clerk

LJP/bk