

November 6, 2024
6:30 p.m.
2354 State Route 434
Apalachin, New York

Regular Meeting of the Owego Town Board

A. Call to order, roll call and the Pledge of Allegiance

Supervisor Castellucci called the meeting to order, the Town Clerk called the roll and Councilmember Morgan led all in the Pledge of Allegiance.

Council

Present: Supervisor Donald Castellucci, Dean Morgan, Craig Jochum, Jonathan Marks, and Gary Hellmers

Absent: None

Department Heads

Present: Tyson Stiles, Director of Utilities
Phil Baker, Parks Maintenance Supervisor
Peter Gordon, Town Historian
Bill Carrigg, Planning & Zoning Administrator
Hank Hines, Deputy Highway Superintendent
Mary Kennedy, Town Clerk & Tax Receiver
Irene Graven, Town Attorney

Absent: Rick Pedro, Assessor
Mike Roberts, Highway Superintendent

B. Minutes of the previous meeting

Councilmember Morgan Made a motion to approve the October 1, 2024 as submitted by Deputy Town Clerk Laura Burt. The motion was seconded by Councilmember Hellmers and unanimously carried.

C. Consideration of bids -

1. Surplus vehicles – Parks

Phil Baker, Parks Maintenance Supervisor, reviewed that three bids were received for each vehicle and recommended awarding to the highest bidder.

A motion was made by Councilmember Marks to award the bid for the 2006 Jeep Laredo to Jason Davidson for \$600. The motion was seconded by Councilmember Hellmers and unanimously carried.

Councilmember Morgan made a motion to award the bid for the 2005 Chevrolet Impala to Jason Davidson for \$600. The motion was seconded by Councilmember Hellmers and unanimously carried.

D. Public Hearings -

1. 2025 Preliminary Budget

Supervisor Castellucci opened the Public Hearing and reviewed the highlights of the Preliminary Budget for 2025, which is available for review on the Town website and in the Town Clerk's office. There was no one wishing to speak on this topic. **A motion was made to close the Public Hearing on the 2025 Preliminary Budget. The motion was seconded by Councilmember Hellmers and unanimously carried.** The Supervisor then thanked the Board Members and Department Heads for their diligent work to stay under the Tax Cap again.

E. Reports of Department Heads

Peter Gordon, Town Historian – no report

Phil Baker, Parks Maintenance Supervisor – reported that camping in Hickories Park is now closed. Revenue from camping fees came in around \$273,000.

Bill Carrigg, Planning & Zoning Administrator – reported that there will be an Open House/Press Conference in the Shared Services Building Friday morning to share the Town's new status as a Storm Ready Community. Next, he stated that he has registered for Flood Plain training school happening February in Maryland. Lastly, he spoke about the hearing evaluations for employees that work with loud machinery. **Councilmember Jochum made a motion to approve hearing evaluations by Catamount Consulting for \$1800. The motion was seconded by Councilmember Morgan and unanimously carried.**

Hank Hines, Deputy Highway Superintendent – reported that they have started using the leaf vacuum. It is slow-going due to the many leaves, but is working well. Next, he stated that he has met with representatives of BOCES regarding possible paid student internships. He then reported the NYS Troopers Commercial Vehicle Enforcement Unit will be providing training to the department. Next, he detailed some of the projects the crews have been working on. He then stated some of the crew members are working on getting their CDL qualifications. Next, he shared information regarding weather cameras. **A motion was made by Councilmember Morgan to authorize the lease 2 Frost Vision Cameras and monitor snow levels by Frost Solutions for \$650 per year. The motion was seconded by Councilmember Hellmers and unanimously carried.**

Lastly, he offered to meet with Board members in Tioga Terrace to review road concerns. Tyson Stiles, Director of Utilities – reported that the Wellhouse replacement project in Crestview Heights began this week. He also requested Attorney/Client Privilege after the meeting.

Mary Kennedy, Town Clerk & Tax Receiver – reported on hunting license and second draw doe permit sales.

Councilmember Hellmers for Rick Pedro, Sole Assessor – reported that the utilities relevy has been completed.

Supervisor Castellucci – reported that the Planning & Zoning Administrator's monthly report is on file in his office.

F. Privilege of the floor -

The following residents of the Tioga Terrace neighborhood voiced concerns about their roads: Tammy Flynn, Rose Howard, Kelly Taylor, Susan Lewis Mott, Shannon Olsen, Joseph Taylor, John Welch, Geoff Jones and Ann Welch.

G. Presentation of Petitions, Communications, Notices and Transfers - none

H. Abstracts –

Councilman Morgan made a motion to approve the following abstracts. Councilman Marks seconded the motion and unanimously carried on a roll call vote.

AO-General Fund	21,115.20
BO-General Fund-Town Outside	10,108.27
DB-Highway-Town Outside	580,647.91
FO-Water Districts	48,813.32
FA-Route 38 Water	2,382.50
GO-Sewer Districts	168,344.53
GA-Route 38 Sewer	<u>212.05</u>
	\$ 831,623.78

I. Unfinished Business - none

J. Reports of Standing Committees -

Councilman Hellmers - no report

Councilman Morgan – reported a need for Attorney/Client privilege

Councilman Jochum - no report

Councilman Marks - no report

K. Presentation of Resolutions, Motions and New Business

1. New Hire – Utilities

Tyson Stiles, Director of Utilities, reviewed the details. **A motion was made by Councilmember Jochum to adopt the following resolution hiring Frank Catlin as the Water/Sewer Maintenance Assistant. The motion was seconded by Councilmember Marks and unanimously carried.**

WHEREAS, the approved 2024 budget for the Town of Owego Utilities Department has budgeted for and includes a full time Water/Sewer maintenance assistant position; and

WHEREAS, Frank Catlin, a new applicant, has been selected to take this full time position, effective November 12, 2024, at an hourly rate of \$22.00 per hour, 40 hours per week, as a permanent appointment with up to 52 weeks probationary period from date of hire;

NOW, THEREFORE, BE IT

RESOLVED, that such full time position shall be filled by Frank Catlin at an hourly rate of \$22.00 per hour, 40 hours per week, as a permanent appointment with up to 52 weeks probationary period from date of hire.

2. New Hire - Parks

Phil Baker, Parks Maintenance Supervisor reviewed the details. **Councilmember Marks made a motion to adopt the following resolution hiring Jason Davidson as a Laborer for the Utilities Department. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS, the Town Board approved the hiring of a new employee for the position of Laborer working up to 40 hours per two week pay period, with benefits, for the Town of Owego Parks Department; and

WHEREAS, Jason Davidson has been offered and has accepted such position as of November 4, 2024 at \$16.50 per hour;

NOW, THEREFORE, BE IT

RESOLVED, that Jason Davidson is hereby hired to fill this position at \$16.50 per hour, working up to 40 hours per week, with benefits, effective November 4, 2024 with a probationary period of 52 weeks from date of hire.

3. New Hire – Highway

Hank Hines, Deputy Highway Superintendent, reviewed the details. **A motion was made by Councilmember Marks to adopt the following resolution hiring Robert VanHousen as a full time MEO III. The motion was seconded by Councilmember Hellmers and was unanimously carried.**

WHEREAS, the approved 2024 budget for the Town of Owego Highway Department has budgeted for and includes a full time MEO III position; and

WHEREAS, this full time position is vacant and it is necessary to fill this position; and

WHEREAS, Robert VanHousen has been offered and has accepted such position as of November 12, 2024, at an hourly rate of \$20.42 per hour, 40 hours per week, as a permanent appointment with up to 52 weeks of a probationary period; and

WHEREAS, Robert VanHousen has a CDL-A with Tank and HAZMAT endorsement, and is proficient with operating heaving equipment.

NOW, THEREFORE, BE IT

RESOLVED, such full time position shall be filled by Robert VanHousen at an hourly rate of \$20.42 per hour, 40 hours per week, with full time benefits, effective November 12, 2024, with a probationary period of up to 52 weeks from date of hire, subject to satisfactory license/background check and meeting all requirements of pre-employment drug testing.

4. Create 5 additional HEO III positions – Highway

After a short discussion, **Councilmember Jochum made a motion to table action on creating 5 additional HEO III positions. The motion was seconded by Councilmember Marks and unanimously carried.**

5. Truck purchase request – Highway

The Supervisor reviewed that the Highway Superintendent would like to purchase two more trucks the same as the one awarded last month. Because the vendor is not part of a State Bid, the Town must advertise and bid them out. **A motion was made by Councilmember Marks to authorize the Highway Superintendent to bid out 2 more heavy duty tandem axle dump trucks. The motion was seconded by Councilmember Hellmers and unanimously carried.**

6. Reappoint John Current to Tioga County Planning Board

Supervisor Castellucci reviewed that the Town's representative to the Tioga County Planning Board term will expire at the end of the year. **Councilmember Morgan made a motion to reappoint John Current to the Tioga County Planning Board. The motion was seconded by Councilmember Hellmers and unanimously carried.**

L. Second Privilege of the floor – No one wished to speak at this time.

M. Executive Session -none

N. Adjournment

Councilmember Morgan motioned to adjourn at 7:48 PM.

Respectfully submitted,

Mary Kennedy
Town Clerk