

March 18, 2025  
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 Clerk called the roll and Bill Carrigg led all in the Pledge of Allegiance.

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

Absent: None

Department Heads:

Present: Bill Carrigg, Planning & Zoning Administrator  
Tyson Stiles, Director of Utilities  
Peter Gordon, Town Historian  
Mike Roberts, Highway Superintendent  
Irene Graven, Town Attorney  
Phil Baker, Park Maintenance Supervisor  
Pam Brown, Town Clerk  
Rick Pedro, Sole Assessor

Absent: None

At this time Supervisor Castellucci wanted to thank everyone for their well wishes and prayers over the last month. They were very much appreciated.

B. Minutes of the previous meeting

The minutes of the March 4, 2025 meeting will stand as presented

C. Consideration of bids – none

D. Public Hearings - none

E. Reports of Department Heads-

Peter Gordon, Town Historian- No report  
Rick Pedro, Sole Assessor- Still processing exemptions.

Phil Baker, Park Maintenance Supervisor- Parks Department is working on cleaning the parks and cemeteries to get them ready for mowing.

Bill Carrigg, Planning and Zoning Administrator- Foster Valley Rd. will be closed 3/24, 3/25 for maintenance on culverts and work should be completed by 3/26. The schools, fire department and Sheriff dispatch needs to be notified. Highway will be doing the detour. A copy will be provided to the board. Progress has been made with the Army Core of Engineers concerning Youngs Road. Projects can be done under an emergency clause under maintenance for this situation. Bill spoke with Dave Chase and Dave said this situation looked relatively easy. Dave will get everything together to provide to the Army Core.

Tyson Stiles, Director of Utilities- Annual DEC Inspection went well at both sewer plants. There is a concern that Tyson is the only employee with a license. There are two trainees. Tyson is concerned about the temperature in the Shared Service Building.

Mike Roberts, Highway Superintendent- Attorney/Client

Pam Brown, Town Clerk- No report

Irene Graven, Town Attorney- No report

Don Castellucci, Town Supervisor- The 2022 Audit went well. The town needs to have an official cell phone policy in place. Also, there were some issues with getting paperwork to them.

#### F. Privilege of the floor

Meredith, Glann Road, curious when the new pavilion will be started and finished. Also, will the pavilion have a gravel or concrete floor. The park looks super and a thank you to whoever did the work. Places alongside the walking path need to be filled in with gravel. Between the parking lot and walking path there is quite a dip. When the pavilion is completed, Meredith would like to personally donate a tree to be planted for shade. Also, suggested sun sails for shade.

#### G. Presentation of Petitions, Communications, Notices, and Transfers-

##### 1. Speed limit request- Academy Street, Apalachin

**A motion was made by Councilmember Morgan to allow Supervisor Castellucci to send a request to Tioga County to have the speed limit lowered on Academy St. in Apalachin. The motion was seconded by Councilmember Hellmers and unanimously carried.**

#### H. Abstracts

**Councilman Morgan made a motion to approve the following abstracts. The motion was seconded by Councilman Hellmers and after a short discussion unanimously carried on a Roll Call Vote.**

AO-General Fund

61,442.67

BO-General Fund-Town Outside

18,146.48

DB-Highway-Town Outside	163,455.32
FO-Water Districts	15,679.84
FA-Route 38 Water	1,103.27
GO-Sewer Districts	43,243.92
GA-Route 38 Sewer	16,218.93
L1-Lighting District 1	68.49
L2-Lighting District 2	260.67
L3-Lighting District 3	132.74
L4-Lighting District 4B	69.79
L5-Lighting District 5	86.83
L6-Lighting District 6	310.65
L7-Lighting District 7	66.91
L8-Lighting District 8	54.80
L9-Lighting District 9	18.05
LA-Lighting District 4A	21.91
LX-Lighting District 10	<u>28.04</u>
<b>Grand Totals</b>	<b>\$320,409.31</b>

I. Unfinished Business-None

1. Highway Department HEO Positions

**A motion was made by Councilmember Marks to adopt the following resolution promoting Howard Holcomb to HEO II. The motion was seconded by Councilmember Hellmers and unanimously carried.**

WHEREAS, the approved 2025 budget for the Town of Owego Highway Department has budgeted for and includes an HEO II position which is currently vacant; and

WHEREAS, Howard Holcomb, currently in a HEO I position, is available and willing to be promoted to the HEO II position effective March 10, 2025;

NOW, THEREFORE, BE IT

RESOLVED, that Howard Holcomb is promoted to the position of HEO II, effective March 10, 2025, at an hourly wage of \$24.17 per hour and a promotional probationary period of 26 weeks.

**A motion was made by Councilmember Marks to adopt a resolution promoting Jeremy Eno to HEO II. The motion was seconded by Councilmember Morgan and failed to carry with one yes vote (Dean Morgan), two no votes (Councilmember Hellmers, Supervisor Castellucci), and two abstained votes (Councilmember Marks, Councilmember Jochum).**

**A motion was made by Councilmember Marks to adopt the following resolution promoting Mark Decker to HEO II. The motion was seconded by Councilmember Hellmers and after a short discussion was unanimously passed.**

WHEREAS, the approved 2025 budget for the Town of Owego Highway Department has budgeted for and includes an HEO II position which is currently vacant; and

WHEREAS, Mark Decker, currently in a HEO I position, is available and willing to be promoted to the HEO II position effective March 10, 2025;

NOW, THEREFORE, BE IT

RESOLVED, that Mark Decker is promoted to the position of HEO II, effective March 10, 2025, at an hourly wage of \$24.17 per hour and a promotional probationary period of 26 weeks.

J. Reports of Standing Committees-

Councilmember Jochum- no report  
Councilmember Marks- no report  
Councilmember Hellmers- no report  
Councilmember Morgan- Attorney/Client

K. Presentation of Resolutions, Motions and New Business:

1. 2025 Yard Waste Drop Off

**A motion was made by Councilmember Morgan to allow Supervisor Castellucci to do a press release for yard waste drop off. The motion was seconded by Councilmember Marks and unanimously carried.**

2. 2025 Tire Event

**A motion was made by Councilmember Morgan to allow Supervisor Castellucci to do a press release for the tire event. The motion was seconded by Councilmember Marks and unanimously carried.**

3. JCAP Audit/Resolution

**A Motion was made by Councilmember Marks to send the following resolution to the State for the JCAP Audit that was done on 3/10/2025 by Cheri Grenier. The motion was seconded by councilmember Hellmers and unanimously carried.**

WHEREAS the State of New York Unified Court System requires Municipalities to conduct and audit/examination of the Town Justice Court's records; and

WHEREAS an audit/examination of the Town of Owego Justice Court's records for the fiscal year 2024 was conducted and completed on March 10, 2025;

NOW; THEREFORE, IT IS

RESOLVED that the Town Board of the Town of Owego acknowledge herein that an audit/examination of the Town of Owego Justice Court's records for the fiscal year 2024 was conducted and completed on March 10, 2025.

4. Planning & Zoning fee payments

**A motion was made by Councilmember Morgan to allow the purchase of a credit card machine for \$219.00 to be used by Planning and Zoning to be able to take both online and credit card payments at the counter. The motion was seconded by Council Hellmers and unanimously carried.**

5. Upstate AOT membership renewal

**A motion was made by Councilmember Marks to renew the Upstate AOT membership. The motion was seconded by Councilmember Jochum and carried on a four yes vote to one no vote (Councilmember Morgan).**

6. Application for Floyd Hooker Grant

**A motion was made by Councilmember Hellmers to authorize the Supervisor to sign the application for the Floyd Hooker Grant which will fund the summer recreation camp. The motion was seconded by Councilmember Morgan and unanimously carried.**

L. Second Privilege of the Floor

Meredith, Glann Road, the manhole covers stick up about 3'-4' what can be done. Is the town going to be able to put up a speed limit sign with radar and possibly a camera on Frederick Drive.

M. Executive Session-none

N. Adjournment

**Motion made by Councilmember Morgan to adjourn. Meeting adjourned at 7:08.**  
Respectfully submitted,  
Pam Brown, Town Clerk

