

February 7, 2023
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

The Supervisor called the meeting to order, the acting Town Clerk called the roll and Dean Morgan led all in the Pledge of Allegiance.

Council Present: Supervisor Donald Castellucci Deputy Supervisor Dean Morgan
Council: Gary Hellmers, Craig Jochum,
Absent: Councilman Jonathan Marks

Department Heads

Present: Joann Lindstrom, Planning & Zoning Administrator
Scott Vasisko, Park Maintenance Supervisor
Rick Pedro, Assessor
Michael Roberts, Highway Superintendent
Henry Hines, Deputy Highway Superintendent
Irene Graven, Town Attorney

Absent: Tyson Stiles, Director of Utilities
Peter Gordon, Town Historian
Mary Kennedy, Town Clerk & Tax Receiver

B. Minutes of the previous meeting

The minutes from the January 3, 2023 stand as presented.

Councilman Morgan made a motion to accept the minutes of the January 16, 2023 special meeting. Councilman Hellmers seconded the motion and it was unanimously carried.

Councilman Morgan made a motion to accept the minutes of the January 25, 2023 special meeting. Councilman Jochum seconded the motion and it was unanimously carried.

C. Consideration of bids – none

D. Public Hearings – none

E. Reports of Department Heads

Scott Vasisko, Parks Maintenance Supervisor – reported that his staff has worked through maintenance of equipment and vehicles and has painted picnic tables. The ice rink was set up last week, delay due to difficulty to obtain the liner. He is working through the bid process in order to purchase a budgeted pickup truck. Repairs are almost completed on Pavilion #5 and he is considering construction of a storage shed at the park.

Henry Hines, Deputy Highway Superintendent has been contacted about the use of the conference room at the Shared Services Facility for a weekly meeting of a local Girl Scout Troop. It was the consensus of the board that this would be permissible, contingent upon submittal of proof of insurance showing the town as additional insured.

Joann Lindstrom, Planning & Zoning Administrator reported her new employee is doing well.

Supervisor Castellucci stated a need for Attorney/Client privilege after the meeting to discuss three items.

Rick Pedro, Assessor reported that Tioga County is considering a tax exemption for fire and EMS. He estimates that the exemption would have a minor impact on the Town's tax base.

Supervisor Castellucci requested that a workshop be scheduled to discuss the pedestrian bridge at Hickories Park, prior to the next Town Board meeting. **Supervisor Castellucci made a motion to schedule a workshop at 6:00 PM on February 23, 2023, to discuss the pedestrian bridge at Hickories Park. Councilman Jochum seconded this motion and it was unanimously carried.**

Supervisor Castellucci reported that he had received a letter from the Board of Elections, seeking permission to utilize the Shared Services Facility as a poll site for the anticipated Primary and General Elections. **Councilman Morgan made a motion to grant permission for Board of Elections to use the Shared Services Facility for Primary Election on Tuesday June 27, 2023 and General Election on Tuesday November 7, 2023, from 5:00 AM to 10:00 PM and to authorize Supervisor Castellucci to sign the Poll Site Agreement and Poll Site Acceptance Form. Councilman Hellmers seconded this motion and it was unanimously carried.**

The report of the Planning & Zoning Administrator and the Town Clerk are on file in the Supervisor's Office.

F. Privilege of the floor - none

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

H. Abstracts

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

| | |
|------------------------------|-----------|
| AO-General Fund | 27,349.26 |
| BO-General Fund-Town Outside | 6,070.45 |
| DB-Highway-Town Outside | 24,968.68 |
| FO-Water Districts | 9,035.18 |
| FA-Route 38 Water | 677.29 |
| GO-Sewer Districts | 10,719.13 |

| | |
|--|---------------------|
| GA-Route 38 Sewer | 703.05 |
| HN-New York Rising Shared Services Bldg. | <u>0.00</u> |
| | \$ 79,523.04 |

I. Unfinished Business-Utility penalty forgiveness requests

Councilman Morgan reported that the Utilities Committee met and was unable to reach consensus on the matter. **Councilman Morgan made a motion to add this matter to the February 23, 2023 workshop and to amend the time to 5:30 PM. Councilman Jochum seconded this motion and it was unanimously carried.**

J. Reports of Standing Committees;

Councilman Morgan made a motion to authorize the purchase of a leak detector kit from Eastcom Associates, Inc. for \$8,594.00. Councilman Jochum seconded this motion and it was unanimously carried.

Councilman Morgan made a motion to accept the proposal submitted by Martin Plumbing & Heating to replace the boiler at Sewer Plant #2, in the amount of \$15,442.00. Councilman Jochum seconded this motion and it was unanimously carried.

Councilman Morgan made a motion to grant permission to Tyson Stiles and Matt Shofkom to attend Water Winter Workshop, to be held February 24, 2023. Councilman Jochum seconded this motion and it was unanimously carried.

K. Presentation of Resolutions, Motions and New Business;

1. Court Justice audit report

Councilman Morgan made a motion to adopt the following resolution. Councilman Jochum seconded this motion and it was unanimously carried.

WHEREAS the State of New York Unified Court System requires Municipalities to conduct an 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 2022 was conducted and completed on January 20, 2023;

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 2022 was conducted and completed on January 20, 2023.

2. Set 2023 Camping Rates

The Parks Committee has been discussing the possibility of increasing camping rates at the Hickories for the upcoming camping season. Current camping rates have been in effect since 2013.

| | Current Rates | Proposed Rates |
|--------------|---------------|----------------|
| Daily | | |
| 30 amp sites | \$25 | \$30 |
| 50 amp sites | \$30 | \$35 |
| Tent sites | \$17 | \$20 |
| Seasonal | | |
| 30 amp | \$500/month | \$600/month |
| 50 amp | \$600/month | \$700/month |
| Tent | \$340/month | \$400/month |
| Monthly | | |
| 30 amp | \$600/month | \$720/month |
| 50 amp | \$720/month | \$840/month |
| Tent | \$408/month | \$480/month |

Councilman Morgan feels that camping fees should not be increased at this time, pointing out that the Town has been looking into making Wi-Fi available to campers. Councilman Hellmers stated that he has checked camping rates at other parks and our rates are still very low.

Councilman Jochum made a motion to increase the camping rates as proposed. Councilman Hellmers seconded the motion, which carried with 3 yes votes and Councilman Morgan voting no.

3. Appoint Public Accountants

Councilman Jochum made a motion to authorize Supervisor Castellucci to sign the contract with MMB + CO to provide independent auditing services for year ending December 31, 2021 and the option to extend five succeeding years. This motion was seconded by Councilman Hellmers and unanimously carried.

4. Proclamation - Hammond

Supervisor Castellucci made a motion to adopt the following proclamation. Councilman Morgan seconded this motion and it was unanimously carried.

Proclamation

WHEREAS Leah Hammond was appointed to the Town of Owego's Planning Board on December 17, 1991;

WHEREAS the Town Planning Board, Owego Town Board and Town of Owego residents have benefitted greatly from her thoughtful and thorough participation as a board member; and

WHEREAS Leah Hammond was a conscientious, objective member of the board, qualities each Planning Board member strives to hold; and

WHEREAS throughout her 31 years of service, Leah Hammond has served the people of the Town of Owego with dedication and fairness while balancing a career, a home and family;

NOW, THEREFORE, BE IT

RESOLVED that the Owego Town Board, on behalf of the Town of Owego and all its residents, does hereby extend its sincere and grateful appreciation for the dedicated service Leah Hammond has provided to the Town of Owego.

5. Appoint Planning Board member

Councilman Morgan made a motion to appoint Cheri Grenier to the Planning Board, term 1/1/2023 to 12/31/2029. Councilman Jochum seconded this motion and it was unanimously carried.

6. Appoint Ethics Committee

Supervisor Castellucci made a motion to appoint the following people to the Ethics Committee:

**Supervisor Castellucci – Joann Lindstrom
Councilman Morgan – Maryanne VanBurger
Councilman Jochum – Kelly Whittemore
Councilman Hellmers – Debbie Howard
Councilman Marks – Jane Nichols**

K-7 Sign Teamsters Contract

Councilman Morgan made a motion to authorize Supervisor Castellucci to sign the Teamsters Contract, retroactive to January 24, 2023. Councilman Hellmers seconded this motion and it was unanimously carried.

K-8 Schedule Public Hearing – Tax Cap Override

Councilman Morgan made a motion to schedule a public hearing on March 7, 2023 at 6:30 PM, to consider the Tax Cap Override. Councilman Hellmers seconded this motion and it was unanimously carried.

K-9 Renew Highway work permit with NYSDOT

Councilman Jochum made a motion to renew the highway work permit with NYSDOT. Councilman Morgan seconded this motion and it was unanimously carried.

K-10 Wastewater infrastructure Planning Grant Study

Councilman Jochum made a motion to adopt the following resolution. Councilman Hellmers seconded this motion and it was unanimously carried.

WHEREAS, the Town of Owego proposes to undertake an Engineering Planning Study of the biosolids management systems for the Town's two wastewater treatment plants (WPCP-1 and WPCP-2) and the WPCP-1 outfall sewer; and

WHEREAS, the Town of Owego is seeking financial assistance through the NYS Environmental Facilities Corporation's Engineering Planning Grant (EPG) Program; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

NOW, THEREFORE, BE IT:

RESOLVED, that the Supervisor of the Town of Owego has been authorized to submit an application for grant funding under the NYS Environmental Facilities Corporation's Engineering Planning Grant (EPG) Program on behalf of the Town of Owego; and it is further

RESOLVED, that the Supervisor of the Town of Owego is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfil the Town of Owego's obligations under the Grant Agreement.

Councilman Jochum made a motion to adopt the following resolution. Councilman Hellmers seconded this motion and it was unanimously carried.

WHEREAS, the Town of Owego proposes to undertake an Engineering Planning Study of the biosolids management systems for the Town's two wastewater treatment plants (WPCP-1 and WPCP-2) and the WPCP-1 outfall sewer; and

WHEREAS, the Town of Owego is seeking financial assistance through the NYS Environmental Facilities Corporation's Engineering Planning Grant (EPG) Program; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

NOW, THEREFORE, BE IT:

RESOLVED, that the Town of Owego authorizes and appropriates a minimum 20% local match as required by the NYS Environmental Facilities Corporation's Engineering Planning Grant (EPG) Program, for the Biosolids Management and Water Pollution Control Plant 1 Outfall Sewer Study. Under the EPG program, this local match must be at least 20% of the EPG grant award of \$50,000.00, for a required minimum local match of \$10,000.00. The source of the local match, and any amount in excess of the required match, shall be provided through the use of in-kind services performed by Town staff. The Town of Owego Supervisor may increase this local match through the use of additional in-kind services without further approval from the Owego Town Board.

L. Second Privilege of the Floor

Code Enforcement Office Bill Carrigg distributed copies of the updated Town of Owego Emergency Plan. After discussion, it was decided to modify the 5:30 PM February 23, 2023 workshop to consider utility penalty forgiveness requests and the Emergency Plan. Discussion regarding the pedestrian bridge at Hickories Park will take place at a future date.

M. Executive Session-none

N. Adjournment

Councilman Dean Morgan moved to adjourn the meeting at 7:10 PM.

Respectfully submitted,

Debra Standinger