



Town of Chenango Work Session Agenda

Wednesday – March 2, 2022 @ 5:00 PM

PLEDGE OF ALLEGIANCE

OPEN FORUM

Guests shall speak in an orderly fashion. The speaker shall deliver their comments or concerns for a period of five timed minutes or less, in a civil tone and without the use of profanity, personal attacks or other disruptive behavior which may result in the offender's removal from the meeting. The speaker shall not be interrupted except in a matter of urgency.

PUBLIC HEARINGS

PANEL PRESENTATION

- Barton & Loguidice – Taylor Bottar, P.E. and Alex Hess



BL Board Meeting
Report 030222 (ID 2)

COMMITTEE REPORTS – 1st and 3rd WEDNESDAY, BOARD MEETING, 7:00PM

WORK SESSION REPORTS

Jo Anne Klenovic – Supervisor

- Town Updates

Keegan Coughlin – Town Attorney

- Town Business

OLD BUSINESS

- Staff Vacancies
 - Planning Board
 - Zoning Board Alternate
 - Building & Code Inspector
- Facilities Update
 - Assessor's Office



Assessor's Office
Quote.pdf

- Flood Mitigation

NEW BUSINESS / REVIEW OF RESOLUTIONS

- Review of Resolution to Approve Abstract #4



Abstract.4.Report.2.
23.2022.docx

- Review of Resolution for Town Board Appointment

- Resolution Approving Increase of Bonds



Resolution for
Public Hearing.DOC



Post Bid Budget
Summary.pdf

- Resolution Approving Sewer District Consolidation



Resolution to
Approve Sewer Distri

- Resolution Introducing a Proposed Local Law Cannabis



Amendment to
Smoking Local Law.()



Resolution
Amending Chapter :

- Resolution Introducing an Amendment to PDD-C to allow for Churches



Intro Reso (Zoning
Section 73-50 LL).do



Zoning Section
73-50 Local Law.doc

- Review of Resolution to Local Agricultural & Residential Accessories



Intro Reso (Zoning
Section 73-44 LL).do



Zoning Section
73-44 Local Law.doc

TO BE DISCUSSED AT A FUTURE MEETING DATE

- Town of Chenango Email Discontinuance
- ARPA Funds/Uses 2022
- Random Employee Drug Testing
- USPO in Castle Creek Update – J Klenovic
- Attracting, Training and Retaining Planning Board, Zoning Board of Appeals and Board of Assessment Review Members and Updating Terms

OPEN FORUM

Guests shall speak in an orderly fashion. The speaker shall deliver their comments or concerns in a civil tone and without the use of profanity, personal attacks or other disruptive behavior which may result in the offender's removal from the meeting. The speaker shall not be interrupted except in a matter of urgency.

MEETING and PUBLIC HEARING REMINDERS

March 9, 2022 – Work Session, 5PM

- Community Room Grant

March 14, 2022 – Planning Board, 7PM

March 16, 2022 – Work Session, 5PM; Town Board, 7PM

March 22, 2022 – Zoning Board of Appeals, 7PM

FOR YOUR INFORMATION – FROM THE SUPERVISOR



TOC Email
Discontinuance.pdf



ZBA & Planning
Board Training Req

JOIN THE ZOOM MEETING

Time: Mar 2, 2022 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82229497196?pwd=R3BwdlgrOEh1cUc2SkUrQURpMFR4QT09>

Meeting ID: 822 2949 7196

Passcode: 870564

One tap mobile

+16465588656,,82229497196#,,,,*870564# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

**TOWN OF CHENANGO
WASTEWATER CONVEYANCE AND TREATMENT IMPROVEMENTS PROJECT
BARTON & LOGUIDICE BOARD MEETING REPORT
for March 2, 2022**

Prepared by: Taylor C. Bottar, P.E.
Alex T. Hess, I.E.

Bid Tabulations

- Apparent Low Bidders (See attached bid summary)
 - o Contract 1A – Streeter Associates – Elmira, NY
 - o Contract 1B – Matco Electric – Vestal, NY
 - o Contract 1C – J&K Plumbing and Heating – Binghamton, NY
 - o Contract 1D – No Bids
 - o Contract 2A – R.B. Robinson – Candor, NY
 - o Contract 2B – Blanding Electric – Vestal, NY

User Cost Estimates (See attached)

- 2020 Estimates - \$470/typical single family household
- Current Estimates - \$565/typical single family household
- Best Case Funding Scenario - \$415/typical single family household
- December 2020 Estimate vs. Bid Comparison (See attached)

NYS DEC WQIP Grant Information

- B&L's efforts enabled the project to be recognized for improving an impaired water body. This should open additional grant funding opportunities.
- Best Case - Receive an additional \$9 million WQIP grant (See attached)

Suggested Schedule

- Board Meeting – 3/16
 - o Hold Public Hearing
 - o Adopt New Bond Resolution
 - o Resolution to Award Bids
- Notice of Award to Contractors – 3/17
- 45-day Bid Price Hold Period – ends 4/3

Recommended Board Action Items

- Sewer District 12 Consolidation
- B&L Amendment No. 3 (See attached)
- Schedule Public Hearing for Bond Resolution Increase

Barton & Loguidice

Job:
Sheet:
Calc. By:
Checked By:
Description:

1855.001.003

1	of	1
ATH	Date:	2/22/2022
TCB2	Date:	2/23/2022
Contract 1 - Bid Summary		

Contract 1A - General Construction

Streeter Associates, Inc.

Performance Construction Company

FAHS Construction Group

LeChase Construction Services, LLC

Eastman Associates, Inc

Kubricky Construction Corporation

\$19,851,000

\$19,887,425

\$20,316,000

\$20,932,000

\$21,582,975

\$21,622,000

Contract 1B - Electrical Construction

Matco Electric Corporation

Blanding Electric, Inc.

Schuler-Haas Electric Corp.

NELCORP Electrical Contracting Corp.

A. Treffeisen & Sons LLC

\$3,300,000

No Bid

No Bid

No Bid

No Bid

Contract 1C - Mechanical Construction

J&K Plumbing and Heating Co., Inc.

A. Treffeisen & Sons LLC

\$880,000

No Bid

Contract 1D - Plumbing Construction

A. Treffeisen & Sons LLC

No Bid



Job:
 Sheet:
 Calc. By:
 Checked By:
 Description:

1855.001.003		
1	of	1
ATH	Date:	2/22/2022
TCB2	Date:	2/23/2022
Contract 2 - Bid Summary		

Contract 2A - General Construction

	Base Bid	Additive Bid	Total Bid
R.B. Robinson Contracting, Inc.	\$5,306,870	\$1,693,000	\$6,999,870
G. DeVincentis & Son Construction	\$5,658,000	\$1,832,000	\$7,490,000
Bellamy Construction	\$6,212,561	\$2,054,571	\$8,267,132
Vacri Construction Company	\$6,318,000	\$2,090,000	\$8,408,000

Contract 2B - Electrical Construction

	Base Bid	Additive Bid	Total Bid
Blanding Electric Inc.	\$635,300	\$421,940	\$1,057,240
Diekow Electric Inc.	\$683,800	\$442,600	\$1,126,400
Vacri Construction Company	\$867,000	\$553,000	\$1,420,000



Job:	1855.001.003		
Sheet:	1	of	1
Calc. By:	ATH	Date:	2/21/2022
Checked By:	TCB2	Date:	2/23/2022
Description:	2020 Estimates		

User Cost Estimate at \$26.7M Bond Resolution

Cost Estimate Overview

Contract #1 – Northgate WWTP Improvements	\$14,477,000
Contract #2 – Collection System Improvements	\$6,843,000
Engineering, Legal, Administration	\$3,168,000
Subtotal ¹	\$24,488,000
Contingency (~10%)	\$2,242,000
Opinion of Total Probable Cost	\$26,730,000

Capital Debt - User Cost Breakdown

Total Project Cost	\$26,730,000
Total Grant	\$6,000,000
Total Debt	\$20,730,000
Annual Cost ¹	\$1,348,516
Capital Debt/Typical Single Family Household²	\$470

Footnotes

- 1) Financing Assumptions: 30 years, 5% interest (AAA Market Rate - assumed 5%)
- 2) Typical Single Family Household assumes 1.25 units, based on 160 gallons of water usage per day.
- 3) 2022 NYS Comptroller's Sewer District Threshold - \$706

Barton & Loguidice, D.P.C. is not a "municipal advisor" as defined by 15 U.S.C. 78o-4 or the related rules of the Securities and Exchange Commission. Budget tracking should be completed and verified by Town officials or third party municipal/financial advisor.



Job: 1855.001.003
 Sheet: 1 of 1
 Calc. By: ATH Date: 2/21/2022
 Checked By: TCB2 Date: 2/23/2022
 Description: Current Estimates

Bid Amount Overview

User Cost Estimate at \$40M Bond Resolution, *no additional grant*

	Apparent Low Bids
Contract #1 – Northgate WWTP Improvements	
Contract 1A - General Construction	\$19,851,000
Contract 1B - Electrical Construction	\$3,300,000
Contract 1C - Mechanical Construction	\$880,000
Contract 1D - Plumbing Construction	\$500,000
Contract #2 – Collection System Improvements	
Contract 2A - General Construction	\$6,999,870
Contract 2B - Electrical Construction	\$1,057,240
Engineering, Legal, Administration	\$3,168,000
B&L Amendment	\$430,000
Subtotal	\$36,186,110
Contingency (~10%)	\$3,813,890
Estimated New Bond Resolution Amount	\$40,000,000

Capital Debt - User Cost Breakdown

Total Project Cost	\$40,000,000
Total Grant	\$6,000,000
Total Debt	\$34,000,000
Annual Cost ¹	\$1,624,440
Capital Debt/Typical Single Family Household²	\$565

Footnotes

- 1) Financing Assumptions: 30 years, 2.5% interest (Subsidized 50% of AAA Market Rate - assumed 5%)
- 2) Typical Single Family Household assumes 1.25 units, based on 160 gallons of water usage per day.
- 3) 2022 NYS Comptroller's Sewer District Threshold - \$706

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Job:	1855.001.003		
Sheet:	1	of	1
Calc. By:	ATH	Date:	2/21/2022
Checked By:	TCB2	Date:	2/23/2022
Description:	Best Case Funding Scenario		

User Cost Estimate at \$40M Bond Resolution, *plus \$9M additional grant*

Bid Amount Overview

	Apparent Low Bids
Contract #1 – Northgate WWTP Improvements	
Contract 1A - General Construction	\$19,851,000
Contract 1B - Electrical Construction	\$3,300,000
Contract 1C - Mechanical Construction	\$880,000
Contract 1D - Plumbing Construction	\$500,000
Contract #2 – Collection System Improvements	
Contract 2A - General Construction	\$6,999,870
Contract 2B - Electrical Construction	\$1,057,240
Engineering, Legal, Administration	\$3,168,000
B&L Amendment	\$430,000
Subtotal	\$36,186,110
Contingency (~10%)	\$3,813,890
Estimated New Bond Resolution Amount	\$40,000,000

Capital Debt - User Cost Breakdown

Total Project Cost	\$40,000,000	
Existing Grant	\$6,000,000	
Additional Grant	\$9,000,000	*Best Case Scenario
Best Case Grant Total	\$15,000,000	
Total Debt	\$25,000,000	
Annual Cost ¹	\$1,194,441	
Capital Debt/Typical Single Family Household²	\$415	

Footnotes

- 1) Financing Assumptions: 30 years, 2.5% interest (Subsidized 50% of AAA Market Rate - assumed 5%)
- 2) Typical Single Family Household assumes 1.25 units, based on 160 gallons of water usage per day.
- 3) 2022 NYS Comptroller's Sewer District Threshold - \$706

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443 Electronics Parkway Liverpool, New York 13088
 Phone 315-457-5200 - Fax 315-451-0052

JOB	1855.001.003		
SHEET NO.	1	OF	1
CALCULATED BY	ATH	DATE	2/22/2022
CHECKED BY	TCB2	DATE	2/23/2022
DESC.	Cost Estimate Comparison		

Description	December 2020 Cost Estimate	February 2022 - Apparent Low Bids	% Increase
Contract 1A - General	\$12,860,000	\$19,851,000	54.4%
Contract 1B - Electrical	\$895,000	\$3,300,000	268.7%
Contract 1C - Mechanical	\$472,000	\$880,000	86.4%
Contract 1D - Plumbing	\$250,000	\$500,000	100.0%
Contract #1 Subtotal	\$14,477,000	\$24,531,000	69.4%
Contract 2A - General ¹	\$5,963,000	\$6,999,870	17.4%
Contract 2B - Electrical	\$880,000	\$1,057,240	20.1%
Contract #2 Subtotal	\$6,843,000	\$8,057,110	17.7%
Estimate of Probable Construction Cost	\$21,320,000	\$32,588,110	

Footnotes

1) 2020 Cost Estimate based on open cut installation, we assume low bid contractor plans to directional drill. Open Cut Bid - 41% increase.

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2021 Water Quality Improvement Project (WQIP) Program - Overview

Funding Available: Up to \$65 million

DESCRIPTION

The Water Quality Improvement Project (WQIP) program is a competitive, statewide reimbursement grant program open to local governments and not-for-profit corporations to implement projects that directly address documented water quality impairments, improve aquatic habitat, or protect a drinking water source. This funding is for construction/implementation projects, not projects that are exclusively for planning.

It is highly recommended that all potential WQIP applicants read the WQIP Program Overview, particularly the section for their project type, in its entirety before applying for WQIP funding.

PROJECT TYPES SUMMARY TABLE

Funding is available for the following project types (see project type sections for all information):

Project Type	Maximum Award	Required Match	Eligible Applicants ¹	Required Attachment(s)
Wastewater Treatment Improvement	\$1,000,000 to \$10,000,000 depending on project subtype	25% (primary and secondary priority projects); or 60% (general wastewater projects) of award amount	Municipalities	Budget worksheet Engineering report Project map Floodplain map Sexual Harassment Prevention Certification Form
Non-Agricultural Nonpoint Source Abatement and Control	\$500,000 to \$3,000,000 depending on project subtype	25% of award amount	Municipalities Soil & water conservation districts	Budget worksheet Project map Floodplain map See Nonpoint Source section for attachments required for certain project subtypes Sexual Harassment Prevention Certification Form

¹ The applicant name must exactly match the name of the eligible entity registered in the NYS Grants Gateway. It may not be the name of an individual.

2021 WQIP Application

Project subtype	Description	Maximum award	Required match	Special Requirements
Watershed Plan Implementation	Projects to upgrade municipal systems to meet DEC-approved watershed implementation plan (i.e. TMDL, Nine Element Watershed plan or DEC HABs Action Plan) nutrient requirements	\$10,000,000	25% of award amount	Project must address a nutrient pollutant(s) of concern identified in a DEC-approved watershed implementation plan (i.e. TMDL, Nine Element Watershed Plan or DEC HABs Action Plan) and be necessary to meet the effluent limits in the SPDES permit.
Municipal Systems to Serve Multiple Properties with Inadequate On-site Septic Systems	Projects to construct municipal systems to serve multiple properties with inadequate on-site septic systems	\$10,000,000	25% of award amount	<p>The Waterbody Inventory/Priority Waterbodies List (WI/PWL) segment assessment nearest the project must list septic systems as a known source of impairment; or the need for the project must be documented in a completed sanitary survey conducted and/or approved by the Department of Health or a DEC-approved watershed implementation plan (i.e. TMDL, Nine Element Watershed Plan or HABs Action Plan).</p> <p>If awarded, a sewer district must be formed within 2 years from date of award. No funding will be disbursed until sewer district is formed.</p>

Barton & Loguidice

January 5, 2022

Jo Anne Klenovic, Supervisor
Town of Chenango
1529 State Route 12
Binghamton, New York 13901

Re: (T) Chenango Wastewater Treatment and Conveyance Project

Subj: Amendment No. 3 Request

File: 1855.001.003

Dear Supervisor Klenovic:

Barton & Loguidice, D.P.C. (B&L) respectfully requests an amendment for additional Final Design Phase Services and Construction Phase/Resident Project Representative cost escalation for the above-referenced project.

As outlined in the Owner/Engineer Agreement, B&L's Final Design Phase fee was based on the concept-level Northgate WWTP Improvements described in the 2017 Preliminary Engineering Report (PER). The Northgate WWTP Improvements have evolved and grown throughout the design phase to improve energy efficiency, simplify operations and increase treatment flexibility. Additional/modified improvements are highlighted as follows:

- "Batch" MBR treatment system
 - Innovative technology that provides treatment flexibility and energy efficiency
 - \$56,000 estimated energy savings per year
- New Aerobic Digester system
 - Increased solids handling treatment and operator flexibility
- Control Building Addition
 - Provides a code/standard-compliant laboratory, operator workspace, and dedicated breakroom

Further, the 2019 Project Schedule anticipated construction services would begin in early 2021. Construction has been delayed one year, resulting in unanticipated inflation costs (approximately 6% inflation) for undertaking the 24 months of construction phase services as anticipated in the Owner/Engineer Agreement.

Our proposed amendment for additional Final Design Phase Services and Construction Phase/Resident Project Representative cost escalation is summarized in the table below. Refer to the attachments for supporting detail.



Jo Anne Klenovic, Supervisor
Town of Chenango
January 5, 2022
Page 2

B&L Amendment No. 3 Summary

	Proposed Fee*
Final Design	\$353,000
Construction Phase	\$46,000
Resident Project Representative (RPR)	\$31,000
TOTAL	\$430,000

**See attachments for detail.*

The additional attention to detail, functionality, and efficiency ultimately leads to a project that will best serve the Town of Chenango and its district users for many years to come. As shown below, our services to date have been efficient and cost competitive, and we continue to deliver significant added value well beyond typical engineering through our operations and project funding expertise.

- Proposed total design fee – \$1.388M; Total project cost – \$26.73M
- Proposed design fee percentage – 5.2% (8% industry standard)

An updated Project Budget Summary inclusive of proposed Amendment No. 3 is also attached for reference.

Please contact Taylor Bottar or me with any questions or if you require additional information.

Sincerely,

BARTON & LOGUIDICE, D.P.C.

Eric A. Pond, P.E.
Senior Vice President

TCB2 /tlh

Attachments

**(T) Chenango WWTP and Conveyance Improvements
Amendment No. 3 - Additional Design Phase Services**

	Number of Drawings**			Cost per Sheet*	Additional Fee
	Assumed	Actual	Additional		
C1 - General	3	4	1	N/A	N/A
C1 - Civil	7	17	10	\$ 4,388	\$ 44,000
C1 - Process	26	52	26	\$ 4,388	\$ 114,000
C1 - Architectural	10	23	13	\$ 4,388	\$ 57,000
C1 - Structural	10	25	15	\$ 4,388	\$ 66,000
C1 - Electrical	18	34	16	\$ 2,517	\$ 40,000
C1 - Mechanical	6	10	4	\$ 3,107	\$ 12,000
C1 - Plumbing	6	14	8	\$ 2,517	\$ 20,000
Contract 2	94	101	7	N/A	N/A
TOTAL					\$ 353,000

*Based on Effort Estimate provided to Town on 3/5/19.

** In good faith, B&L is not requesting compensation for additional specification efforts.

**(T) Chenango WWTP and Conveyance Improvements
Amendment No. 3 - Construction Phase Inflation**

	Initial Fee	Inflation	Additional Fee
Construction Phase	\$765,000	6%	\$46,000
Resident Project Representative (RPR)	\$524,000	6%	\$31,000

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated May 22, 2019.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 3**

The Effective Date of this Amendment is: _____.

Background Data

Effective Date of Owner-Engineer Agreement: **May 22, 2019**

Owner: Town of Chenango

Engineer: Barton & Loguidice, D.P.C.

Project: Wastewater Conveyance and Treatment Improvements

Nature of Amendment:

- Additional Services to be performed by Engineer
- Modifications to services of Engineer
- Modifications of payment to Engineer
- Modifications to time(s) for rendering services

Description of Modifications:

PART 2 – Basic Services

b. Final Design Phase

- **Original Agreement** – Based on the proposed Northgate WWTP improvements outlined in the 2017 Preliminary Engineering Report, generally including a new Headworks Building, modifications to the existing CASS system to “flow-thru” MBR treatment, and UV disinfection.
- **Additional Design Services** – Major additional design components not part of the original agreement include a “Batch” MBR treatment system, new Aerobic Digester system, and Control Building addition. Final design resulted in 100 additional design drawings.

d. Construction Phase

- **Initial project schedule** assumed construction phase services would begin in Spring 2021. Construction phase has been delayed one year, resulting in inflationary costs to maintain 24-months of construction phase services.

PART 4 – Resident Project Representative

- Initial project schedule assumed construction phase services would begin in Spring 2021. Construction phase has been delayed one year, resulting in inflationary costs to maintain 24-months of construction phase services.

This Amendment includes reissuance of the following agreement items to reflect all services and fees to be authorized by this Amendment and all previous authorizations:

Exhibit C – Payment to Engineer

Original agreement amount:	\$2,750,000.00
Net change for prior amendments:	\$ 23,500.00
<u>This amendment amount:</u>	<u>\$ 430,000.00</u>
Adjusted Agreement amount:	\$3,203,500.00

Change in time for services (days or date, as applicable): **N/A**

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: Town of Chenango

ENGINEER: Barton & Loguidice, D.P.C.

By:

Print name: Jo Anne Klenovic

Title: Supervisor

Date Signed: _____

By: 
Print name: Eric A. Pond

Title: Senior Vice President

Date Signed: 1/5/2022

This is **Appendix 1 to EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated **May 22, 2019**.

Summary of Fees & Reimbursable Expenses Schedule – Amendment No. 3

<u>Description of Service</u>	<u>Amount*</u>	<u>Basis of Payment</u>	<u>Amendment No. 3</u>
a. Preliminary Engineering Report (previously authorized)	-	Lump Sum	
b. SEQR Funding Application and PDA (previously authorized)	-	Hourly	
1 <u>District Formation</u>			
a. MPR – Pennview Sewer District	\$0.00	Lump Sum	
b. MPR- Chenango Heights Sewer District	\$0.00	Lump Sum	
c. Public Hearing	\$0.00	Lump Sum	
d. Technical Assistance	\$0.00	Lump Sum	
2 <u>Basic Services:</u>			
a. Preliminary Design Phase	\$595,000	Lump Sum	
b. Final Design Phase	\$450,500	Lump Sum	\$353,000
c. Bidding Phase	\$70,000	Lump Sum	
d. Construction Phase	\$767,000	Lump Sum	\$46,000
e. Post-Construction Phase	\$10,000	Lump Sum	
3 <u>Additional Services:</u>			
a. Subcontract Administration	\$5,000	Lump Sum	
b. Subcontracted Services	\$210,000	Lump Sum	
c. Verification of Existing Conditions	\$2,500	Lump Sum	
d. ROW Assistance	\$10,000	Lump Sum	
e. Permits	\$20,000	Lump Sum	
f. Funding Assistance	\$7,500	Lump Sum	
g. Hazardous Materials Pre-Demolition Survey	\$3,000	Lump Sum	
h. Startup Assistance	\$15,000	Lump Sum	
i. Record Drawings	\$20,000	Lump Sum	
j. O&M Manuals	\$30,000	Lump Sum	
k. Operator Training	\$5,000	Lump Sum	
l. Reimbursable Expenses	\$0.00	Lump Sum	
m. Other Additional Services (A2.02 from Exhibit A)	\$0.00	Lump Sum	
n. Permits (Hourly)	\$23,000.00	Hourly	
4 <u>Resident Project Representative:</u>	\$530,000	Lump Sum	\$31,000
TOTAL CONTRACT AMOUNT	\$2,773,500		\$430,000

Reimbursable Expenses are subject to review and adjustment per Exhibit C. Rates and charges for Reimbursable Expenses as of the date of the Agreement are in accordance with our standard billing rates in effect at the time services are performed.

**Includes previously authorized amendments.*

To: Town Board
From: Supervisor
Re: Facility Update – Assessor’s office
Date: 2.24.22

The transition of the Assessor’s office operations is in the final stages. Work to add additional outlets and internet connections has been completed, code required adjustment for fire door alarm has been ordered, security camera has been relocated, and all files and reference materials have been moved to date.

Yet to be resolved is the purchase of a desk with storage for the Assessor’s office. The desk previously used in the Town Clerk’s office will stay for use as additional work space for Stephanie Shuba as she assists in the office duties. This is space that Lizanne has missed and would like to reclaim so as previously mentioned at a work session, a desk purchase is necessary. In addition, the move cost John the use of valuable space in the Ordinance Department to view maps on the large island as well as the counter to answer resident questions. He also had shelves available for periodicals that were mounted to the wall that did not transfer. An estimate to replace these necessities was requested and a bid received totaled \$1850.00. Honestly, this is more than I anticipated spending however this is a lower cost than any retail outlet sampled. This includes keyboard tray, repainted file cabinet base, delivery and assembly. . With no available furniture options within the town supplies and in lieu of the Board’s decision requiring relocation, the custom order is the best option.

John’s budget is \$1250 for the entire year and it is primarily used for education and certifications. In fact, it was reduced from \$1500 the prior year. Neither John nor Julie had any reason to assume more funding would be needed I am requesting that the Board authorize the \$1850.00 expenditure. This will provide the Assessor with a functional and professional environment.

Finally, for your information, we have been able to repurpose a copier that outlived its maintenance contract and had been in storage. John needs a scanner for the GIS program and with a technology adjustment from Pyramid Solutions, we were able to meet the Assessor’s needs for very little. He was previously using the Town Clerk’s copy/scanner which is less than one year old and has additional features. Also, to cover the cost of a chair, the Clerk’s office was able to apply a credit from a damaged order with Staples towards that purchase.

Relocation – Overview/Expense Report

Fire alarm door	Syracuse Alarm	\$1368.88
Wiring	Diekow Electric	\$986.65
Security camera	True View	\$290 (estimate)
Labor	PWD staff (8.5 Hours)	\$160.09
Desk chair	Staples	\$122.72 (after credit)
Signs-lobby, hallway and office	Maus Engraving	\$200 (estimate)

We were able to repurpose 2 small file cabinets, a copier stand, 4 former Board room chairs for guests from storage. Improvements such as wiring upgrades, security and fire protection will be allocated to buildings and grounds maintenance.

Total estimated expenses to date:		\$3128.34	
Furniture and storage	Parlor City Furniture	\$1850.00	
Total project		\$4978.34	(See attachments)

John is working from the 2nd floor office with Community Room banquet tables and boxes of files on the floor. He is doing a good job of making due until his furniture issues are resolved. He greets residents with a positive attitude and regardless of his previous disappointment is working in the best interest of his profession and the Town during his current peak season.

I am recommending that the Board consider the legislative action necessary on March 2, 2022 to place the order for the work space furnishings as there is considerable delay in production and a possible cost increase after March 3, 2022.

JWK



SYRACUSE TIME & ALARM CO., INC.

2201 BURNET AVE.
SYRACUSE, NY 13206-2930

PHONE (315) 433-1234 · (800) 762-2667 · FAX (315) 463-5006
sstallman@syvertime.com Web: www.syvertime.com

QUOTATION
57305

Licensed by N.Y.S. Department
of State #12000032805

Page 2 of 2

Bill To:
TOWN OF CHENANGO
1529 NY-12
BINGHAMTON, NY 13901
PH: (607) 760-6240
ATT: GREG BURDEN

Work Site:
TOWN OF CHENANGO WORKSITE
1529 NY-12,
BINGHAMTON, NY 13901
FAX: (607) 648-8519
REF: BOARD ROOM DOOR HOLDER
Assessor's office

Date: 2/17/2022
Expires: 3/19/2022
Terms: 2%10 DAYS NET 30
Ship Method: Ground
Sales Rep: SS

Notes:	Total:
	Sub Total: \$1,368.88
	Tax: \$0.00
	Total Quote: \$1,368.88

Terms and Conditions:

Syracuse Time & Alarm Co., Inc. here in and after referred to as "S.T.A.";

WARRANTY: All products sold by S.T.A. are third party products and are subject to the warranties and representations of the applicable manufacturers.

WE EXPRESSLY DISCLAIM ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

TITLE TO GOODS: Title to goods noted herein being purchased, is retained by S.T.A. until such goods are paid for in full by the purchaser and only at that time will title then pass to the purchaser. You are responsible for any loss, theft or destruction of the goods noted above, that are delivered to your premises, until such time that full payment is made to S.T.A., for said goods.

WORK SCHEDULE: All installation, alteration, inspection, testing or other service of the equipment specified in this proposal may be performed any day of the week at the sole discretion of S.T.A. until completion, excluding holidays, and between the hours of 8 am and 5 pm, unless you direct otherwise, in which case you agree to pay S.T.A. any increased cost resulting from our performance of your request and/or adjusted work days or hours.

PRICING TERMS: Customer acknowledges and agrees S.T.A.'s quote and contract price is predicated on Customer's representation of the work being privately funded and that such quotation and contract price excludes an allowance for the payment by S.T.A. of any funds or monies for wage differences necessitated by fees, charges, prevailing wages or other assessments imposed by any governmental authority or person. If, subsequent to S.T.A.'s quotation, it is discovered the work is funded, in whole or in part, by any public funds, monies or grants, then Customer agrees to pay S.T.A. any additional and increased fees, charges and costs, as well as the wage differences for the payment of any prevailing wages in excess to those anticipated in this quotation or subsequent contract.

FINANCE CHARGES: Payment is due in full no later than thirty (30) day from the date of delivery to the buyer and such date will become the "due date". A finance charge of 1 1/2% per month will be added to any outstanding balance that remains unpaid after the due date. The finance charge will be computed on the 30th day, starting from the date and continuing until the entire balance due is paid in full. Buyer agrees to pay all costs incurred by S.T.A. of enforcing our rights against you including, but not limited to, reasonable attorney's fees.

ADDITIONAL TERMS & CONDITIONS: All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner in accordance to standard industry practices. Any alterations from the goods and services indicated above involving additional costs will be executed only upon written orders, and will become an extra charge over and above the estimate. S.T.A. may charge you a restocking fee for the return of any non-defective merchandise. We will not be liable for any damages or any loss sustained by you as a result of a delay in the installation of any equipment, equipment failure or other interruptions due to electrical outages, strikes, accidents, walkouts, acts of God and other causes beyond our control. You warrant that the person signing this proposal for you has the authority to do so. This proposal may be withdrawn if it is not signed and returned to S.T.A. prior to the expiration date noted above and may be superseded by a separate sales and/or service agreement between the parties.

YOU HAVE READ, UNDERSTAND AND AGREE TO THE TERMS OF THIS PROPOSAL WHICH ARE HEREBY ACCEPTED INCLUDING TITLE TO GOODS AND THE SUBSEQUENT PAYMENT DUE AS NOTED ABOVE. SYRACUSE TIME & ALARM CO., INC. IS UNDER NO OBLIGATION TO ACT UNDER THE TERMS OF THIS PROPOSAL UNTIL A SIGNED COPY OF THIS PROPOSAL HAS BEEN RECEIVED BY US PRIOR TO THE EXPIRATION DATE.

Licensed by N.Y.S. Department of State #12000032805

Marce W Klenovic
SIGNATURE

Stevie Stallman
SALES REPRESENTATIVE

Jo Ann W Klenovic 22222
PRINT YOUR NAME DATE

Purchase Order Number

**This Quotation Does Not Include An Allowance For Contract Held Retainage.
Payment Is Expected In Accordance To Our Standard Terms.**
Thank you for your business





SYRACUSE TIME & ALARM CO., INC.

2201 BURNET AVE.
SYRACUSE, NY 13206-2930

PHONE (315) 433-1234 · (800) 762-2667 · FAX (315) 463-5006
sstallman@syrtime.com Web: www.syrtime.com

QUOTATION

57305

Licensed by N.Y.S. Department
of State #12000032805

Page 1 of 2

Bill To:

TOWN OF CHENANGO
1529 NY-12
BINGHAMTON, NY 13901
PH: (607) 760-6240
ATT: GREG BURDEN

Work Site:

TOWN OF CHENANGO WORKSITE
1529 NY-12 ,
BINGHAMTON, NY 13901
FAX: (607) 648-8519
REF: BOARD ROOM DOOR HOLDER

Date: 2/17/2022
Expires: 3/19/2022
Terms: 2%10 DAYS NET 30
Ship Method: Ground
Sales Rep: SS

Qty	Part#	Description
1	DH24120SPC	SURFACE MOUNT POWDER COATED CHROME
6	LABOR	HOURS OF LABOR PERFORMED ON PV-FIRE ALARM
1	13901	TRAVEL TO BINGHAMTON IN BROOME COUNTY
1	FREIGHT	FREIGHT
1	MISC-FIRE ALA	MISC HARDWARE
1	V500	RACEWAY (PRICE PER 10 FT)

This Quotation Does Not Include An Allowance For Contract Held Retainage.
Payment Is Expected In Accordance To Our Standard Terms.

Thank you for your business

How are
we doing?



ABSTRACT OF AUDITED VOUCHERS

GENERAL FUND - TOWNWIDE

TOWN OF CHENANGO

Page 2 of 4

COUNTY, NEW YORK

DATE OF AUDIT: 02/23/2022

NUMBER 004

TOTAL CLAIMS: \$50,133.93

Voucher #	Claimant/Invoice/Description	Account #	Amount	Check
92	COUGHLIN & GERHART, LLP 300112332/Legal Services - FOIL Requests	A1420.400	3,100.00	4994 02/24/2022
93	COUGHLIN & GERHART, LLP 300112333/Legal Services - General Matters	A1420.400	9,000.00	4994 02/24/2022
94	DIEKOW ELECTRIC, INC. 4017/Over floor raceway & receptacles in Comm. Rm	A1620.402	9,750.00	4995 02/24/2022
95	DIEKOW ELECTRIC, INC. 4020/Relocation of Electrical Devices - Court Rm.	A1110.201	2,750.00	4995 02/24/2022
95	DIEKOW ELECTRIC, INC. 4021/Added outlet & phone jack to new Assessor's Rm	A1620.400	986.65	4995 02/24/2022
95	DIEKOW ELECTRIC, INC. 4021/Speakers in Community Room	A1620.402	220.00	4995 02/24/2022
96	FreshySites 34557/Web Hosting w/ SSL & ADA Licenses	A1680.402	1,980.00	4996 02/24/2022
97	GANNETT CENTRAL NY NEWSPAPERS 5121290/Legal Notice- Special Meeting 2/23/22	A1670.400	57.41	4997 02/24/2022
97	GANNETT CENTRAL NY NEWSPAPERS 5125765/Public Hearing-Planning Board- 9 Deborah Dr.	A1670.400	34.03	4997 02/24/2022
98	Gavin Stiles 2/16/2022/Reimb. for Training Held in Sydney	A8020.400	35.00	4998 02/24/2022
99	IRR SUPPLY CENTER 41346786-00/Parts to repair upstairs men's urinal	A1620.400	277.30	4999 02/24/2022
100	Keystone Material Testing, LLC 0713.01222-01/Material testing for Kelly Road Culvert Rep. Proj.	A8540.400	2,480.80	5000 02/24/2022
101	LOWES 11734/Satin Nickel Kickdown for Court	A1620.400	32.20	5001 02/24/2022
101	LOWES 11602/Felt pads for chairs & pneumatic wheel	A1620.402	71.56	5001 02/24/2022
101	LOWES 11384/Garbage can, command strips & pic. hangers	A1620.402	28.07	5001 02/24/2022
101	LOWES 09505/Bolts for Ventrac snowblower	A7110.400	10.57	5001 02/24/2022
102	NY STATE MAG. COURT CLERK'S 02/15/2022/NYS Court Clerks Dues- Maslin, Cantone, Kinter	A1110.400	150.00	5002 02/24/2022
103	NYSEG 1901-0000-677-Gen-2.2022/General Town Accounts w/ misc. fee	A1620.400	3,990.61	5003 02/24/2022
103	NYSEG 1901-0000-677-Gen-2.2022/Kattelville Road Traffic Light	A3310.400	21.58	5003 02/24/2022
103	NYSEG 1901-0000-677-Gen-2.2022/General Town Street Lights	A5182.400	1,560.39	5003 02/24/2022
104	Pyramid Business Systems, Inc. 01/21/2022/New Power Supply for Server Room	A1680.400	1,395.00	5004 02/24/2022



Thank you for your order, Lizanne

A confirmation email has been sent to townclerk@townofchenango.com

Order Number: 9839722430

Shipping address

Lizanne Tiesi-korinek
Town Of Chenango
1529 State Route 12
Binghamton, NY 13901-5504
(607) 648-4809
X 3

Payment method(s)

Staples**** 9045
\$329.38 charged

Billing address

Lizanne Tiesi-korinek
1529 State Route 12
Binghamton, NY 13901-5504
(607) 648-4809
X 3

Order summary

Items (1)	\$294.99
Coupons	\$0.00
Subtotal	\$294.99
Shipping	\$0.00
Handling Fee	\$9.99
Estimated Tax	\$24.40

Order total \$329.38

You saved \$51.00 on this order!

1 item ordered

Delivery by Friday, February 18



Tempur-Pedic Mesh Back Fabric Computer and Desk Chair, Black (TP6450-BLKMB)

1 @ \$294.99

\$294.99

Credit

172.27

\$ 122.72

Parlor City & Upstate Office Furniture

4301 Vestal Rd
Vestal, NY 13850
(607)366-0707
office@parlorcityfurniture.com
www.parlorcityfurniture.com



Estimate

ADDRESS

Town Of Chenango
1529 NYS Rt. 12, Binghamton, NY,
13901
John Endress
607-648-4809 ext.4

ESTIMATE # 1293
DATE 02/15/2022

SALESPERSON

Tom

ITEM & DESCRIPTION	SKU	QTY	RATE	AMOUNT
Cross-cycled Desk Custom Cross-Cycled Desk -Laminate to be: Wilsonart Laminate - Beigewood 7850 -84" x 30" custom surface -48" x 24" custom surface -84" x 24" custom surface -15" x 72" open shelf unit -3x pre-owned file cabinets (to be repainted black) -Pre-Owned Keyboard Tray -Grommet holes to be cut on left and right sides of the main part of desk (see 2D drawing to reference -Indentation will be cut into desk and shelf to allow access for vertical channel -6" recessed modesty panel will be applied on customer facing side of desk		1	1,650.00	1,650.00T
Assembly, Delivery, Install Delivery, Installation, and Placement of above furniture at 1529 NYS Rt. 12, Binghamton, NY, 13901		1	200.00	200.00T

Parlor City Furniture operates under State Contract: #PC68336 for all and any GLOBAL product.

SUBTOTAL	1,850.00
TAX	148.00
TOTAL	\$1,998.00

Lead-time varies per order, but due to complications because of COVID-19, Parlor City Furniture suggests all clients anticipate 6-8 weeks for their order. No warranties are implied or guaranteed for new furniture, although manufacturer's warranties may apply. All in-house work is warranted by Parlor City Furniture for 90 days. All Pre-owned furniture is warranted by Parlor City Furniture for 90 days. It is

Receiver Signature:

Date: _____

recommended that all clients visually inspect pre-owned items prior to purchasing. All sales are final. Thank you for choosing Parlor City Furniture.

Receiver Signature:

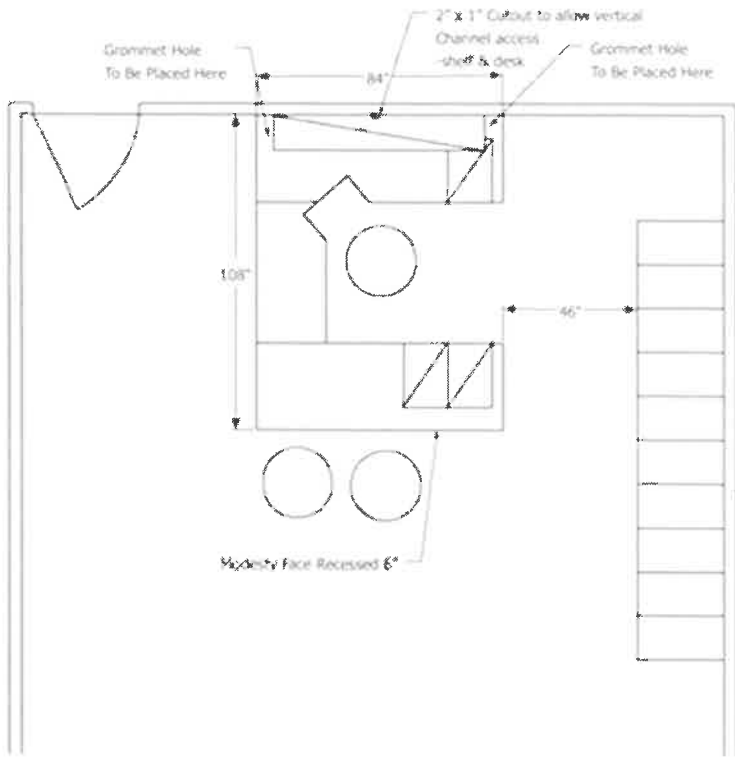
Date: _____

Accepted By

Accepted Date

Receiver Signature:

Date: _____



What are you looking for?

Home > Desk



U Shaped Desk with Hutch and Storage

The Cherryman **desk with storage** in the picture has a Valley Grey finish with a two-drawer lateral filing cabinet, one locking set of file/file drawers and two different hutches for maximum storage. You can choose the size of the desk along with the finish and there are several drawer options available. It has a strong melamine surface that can handle the busy pace of a working environment and is backed by a **10-year manufacturer's warranty**.

Size:

102" x 66" U Shaped Desk + 36" Lateral Cabinet - \$2275.00

Finish:

Valley Grey

Drawers:

2 Drawer Pedestal - \$355.00

Keyboard Tray:

None

Monitor Arms:

None

Qty:

1

\$2,630.00 ~~\$4,174.00~~

Add To Cart

More Options

Estimated Arrival - Order today and receive as soon as **Mon. Feb. 28 - Mar. 8**

Details

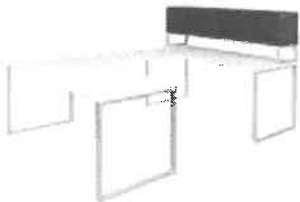
- Thermofused melamine surface
- Hutch with aluminum framed glass doors
- Available in several different sizes and finish options
- Side storage includes two drawer lateral filing cabinet with an open storage hutch
- Your choice of drawers including 2 drawer hanging pedestal, 3 drawer pedestal, 2 drawer filing pedestal or a combination of 2 and 3 drawer pedestals for storage
- Reversible bridge allows you to have the opening on the left or right hand side
- Keyboard tray can be easily installed to free up valuable desk space
- Quality backed by a 10-year manufacturer's warranty

Specifications

Finishes

Shipping

You Might Also Like



U Shaped Desk with Hutch
\$1620.00

U Shaped Office Desk with Hutch
\$2564.80

RESOLUTION NO. _____

RESOLUTION APPROVING ABSTRACT NO. 4

The Town Board of the Town of Chenango, duly convened in the Town Board Regular Session on, Wednesday, March 2, 2022, does hereby RESOLVE to pay the attached and incorporated herein Abstract of Bills.

Abstract 4, dated February 23, 2022

General Fund - Voucher Nos. 78-115; Check Nos. 4984-5012 totaling the sum of \$50,133.93.

Highway Fund - Voucher Nos. 45-63; Check Nos. 1699-1714, totaling the sum of \$51,605.10.

Water Fund - Voucher Nos. 20-28; Check Nos. 1684-1692 totaling the sum of \$11,781.94.

Sewer Fund/Sewer 12 - Voucher Nos. 52-58; Check Nos. 2021-2025 totaling the sum of \$11,230.75.

Special Districts/Street Lights – Voucher Nos. 5; Check Nos. 1174 totaling the sum of \$3,951.89.

Capital Projects/Sewer Consolidated – Voucher Nos. 6; Check Nos. 1074 totaling the sum of \$780.00.

WHEREAS, this resolution shall take effect immediately.

Offered by:

Seconded by:

CERTIFICATION

I, Lizanne Tiesi-Korinek, do hereby certify that I am the Town Clerk of the Town of Chenango and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Chenango at a meeting thereof held at Town Hall, 1529 NY RT 12, Binghamton, NY on this 2nd day of March, 2022. Said resolution was adopted by the following roll call vote:

Supervisor Jo Anne Klenovic _____
Councilperson Gene Hulbert Jr. _____
Councilperson Frank Carl _____
Councilperson Jim DiMascio _____

Town of Chenango Seal

Dated: March 2, 2022

Lizanne Tiesi-Korinek, Town Clerk
Town of Chenango



PHONE: 212-820-9300
FAX: 212-514-8425

7 WORLD TRADE CENTER
250 GREENWICH STREET
NEW YORK, NY 10007
WWW.HAWKINS.COM

NEW YORK
WASHINGTON
NEWARK
HARTFORD
LOS ANGELES
SACRAMENTO
SAN FRANCISCO
PORTLAND
ANN ARBOR

Telephone: 212-820-9620

February 22, 2022

Town of Chenango, New York
Joint Increase & Improvement of the
Facilities of Consolidated Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12
(Our File Designation: 2842/42579)

Keegan J. Coughlin, Esq.
Coughlin & Gerhart, LLP
99 Corporate Drive
Binghamton, New York 13904

Dear Keegan:

In accordance with the request of the Town of Chenango, we have prepared and now send along a draft of the Order Calling Public Hearing to be held on March 16, 2022 for the joint increase and improvement of Consolidated Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12 pursuant to Section 202-b of the Town Law.

We are also sending along the draft of the Notice of Public Hearing which appears as **Exhibit A** to the Order. A copy of the Notice must be published at least once in the official newspaper of the Town and posted on the sign board of the Town maintained pursuant to subdivision 6 of Section 30 of the Town Law, **not less than ten (10) nor more than twenty (20) days before** the date of the Public Hearing. *Based upon our calculation, the legal notice must be published no later than March 6, 2021 for the March 16, 2022 public hearing.* In addition, I am also sending along a draft of the Affidavit of Posting to be executed by the Town Clerk.

A certified copy of the Order, the executed Affidavit of Posting with Notice attached, and an original Affidavit of Publication should be returned to me when they are available.

Please do not hesitate to contact me with any questions or concerns regarding the foregoing.

Thanking you and with kind regards, I am

Sincerely yours,

A handwritten signature in black ink, appearing to read "William J. Jackson", with a long horizontal flourish extending to the right.

William J. Jackson

WJJ/ml
Enclosures

cc: Lizanne M. Tiesi-Korinek, Town Clerk

A meeting of the Town Board of the Town of Chenango, in the County of Broome, New York, was held at the Town Hall, 1529 New York Route 12, Binghamton, New York, 13901, in said Town, on March 2, 2022.

PRESENT:

Jo Anne Klenovic	Supervisor
Jim DiMascio	Councilperson
Frank Carl	Councilperson
Eugene H. Hulbert, Jr.	Councilperson

In the Matter
of the

Joint Increase and Improvement of Facilities of Consolidated Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12, in the Town of Chenango, in the County of Broome, New York, pursuant to Section 202-b of the Town Law.

ORDER CALLING PUBLIC
HEARING TO BE HELD ON
MARCH 16, 2022

WHEREAS, the Town Board of the Town of Chenango (herein sometimes called “Town Board” and “Town”, respectively), in the County of Broome, New York, on behalf of Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9, each wholly located within the Town, had caused Barton & Loguidice, D.P.C, Binghamton, New York, engineers duly licensed by the State of New York to prepare the map, plan, report and estimate of cost dated April 18, 2018 for the joint increase and improvement of facilities of Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9, consisting of the (i)

construction of improvements to the Northgate Wastewater Treatment Plant, including a new headworks building and the conversion to a membrane biological reactor system, (ii) enhancements to the collection system, including lift stations, and (iii) decommissioning and consolidation of the Pennview Wastewater Treatment Plant, including the construction of a new pump station and force main to convey sewage to the Northgate Wastewater Treatment Plant, and any ancillary or related work required in connection therewith (the “Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9 Sewer Improvements”), all pursuant to said map, plan and report; and

WHEREAS, the Town Board of the Town on behalf of Sewer District No. 12, wholly located within the Town, had caused Lake Engineering, Binghamton, New York, engineers duly licensed by the State of New York, to prepare the map, plan and report, dated January 24, 2017 and had caused Barton & Loguidice, DPC, Binghamton, New York, engineers duly licensed by the State of New York to prepare an estimate of cost and preliminary engineering report, dated October 2017 and Addendum No. 1, dated July 27, 2018, for the increase and improvement of facilities of the Sewer District No. 12, consisting of the decommissioning of the Chenango Heights Wastewater Treatment Plant, including the construction of a new pump station and force main to convey sewage to the Northgate Wastewater Treatment Plant, and any ancillary or related work required in connection therewith (the “Sewer District No. 12 Sewer Improvements” and together with the “Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9 Sewer Improvements” the “Sewer Improvements”), all pursuant to said map, plan and report and related documents; and

WHEREAS, the maximum amount proposed to be expended for the construction of the Sewer Improvements was estimated to be \$23,530,000, which was planned to be financed by the issuance of obligations of the Town and such cost to be assessed, levied and collected from the several lots and parcels of land within each of the respective sewer districts referred to above which the Town

Board shall deem especially benefited by said facilities, so much upon and from each as shall be in just proportion to the amount of benefit which the improvement shall confer upon the same; and

WHEREAS, following public hearings, the Town Board authorized the (i) increase and improvement of facilities of the respective sewer districts, (ii) expenditure of \$23,530,000 therefor, and (iii) issuance of serial bonds of the Town in an aggregate amount of not to exceed \$23,530,000 to finance said estimated total cost of the Sewer Improvements outlined above; and

WHEREAS, due to an increase in costs of construction and building materials, the Town Board heretofore determined that the total cost of said Sewer Improvements was \$26,730,000 and caused an addendum to each map, plan and report to be prepared to reflect an increase in the aggregate cost of said Sewer Improvements; and

WHEREAS, on May 12, 2021, the Town Board further determined that it was in the best interest of the Town and the sewer districts to increase the estimated total cost of said Sewer Improvements from \$23,530,000 to \$26,730,000 and to also increase the amount of bonds authorized to finance said Sewer Improvements to \$26,730,000;

WHEREAS, on January 19, 2022, the Town Board on behalf of Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9 and Sewer District No. 12 adopted a resolution endorsing a Joint Consolidation Agreement for the consolidation of said sewer district into a single district to be known as "Consolidated Sewer District Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12" (hereinafter the "Consolidated Sewer Districts") and following a public hearing on the date hereof adopted a resolution approving such consolidation; and

WHEREAS, following the opening of bids for the construction of the Sewer Improvements, the Town Board has determined that, due to an increase in costs of construction and building materials, the total cost of said Sewer Improvements is now \$40,000,000; and

WHEREAS, the Town Board has further determined that it is in the best interest of the Town and the Consolidated Sewer Districts to increase the estimated total cost of the Sewer Improvements by \$13,270,000 and to increase the amount of bonds authorized to finance the Sewer Improvements by a like amount; and

WHEREAS, the Town Board complied in every respect with all applicable federal, State and local laws and regulations regarding environmental matters, including the Town Board, acting as Lead Agency for the Sewer Improvement, had heretofore made appropriate and necessary findings pursuant to the State Environmental Quality Review Act (SEQRA), constituting Article 8 of the Environmental Conservation Law and 6 N.Y.C.R.R., Regulations Part 617.5, and determined that no substantial adverse environmental impact will be caused by the Sewer Improvement, and a Negative Declaration was adopted.

Now, therefore, it is hereby

ORDERED, that the Town Board of the Town hold a public hearing on March 16, 2022, at 7:00 o'clock P.M. (Prevailing Time) or as soon as possible thereafter, to consider the Sewer Improvements in Consolidated Sewer District Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12 and to hear all persons interested in the subject thereof concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law; and be it

FURTHER ORDERED, that such public hearing shall be held and conducted in substantially the manner provided in the Notice of such public hearing attached hereto in **Exhibit A**; and be it,

FURTHER ORDERED, that the Town Clerk publish at least once in the "*PRESS & SUN BULLETIN*," a newspaper published in Binghamton, New York, and hereby designated as the official newspaper of the Town for such publication, and post on the sign board of the Town

maintained pursuant to subdivision 6 of Section 30 of the Town Law, a notice of such public hearing in substantially the form attached hereto designated **Exhibit "A"** and hereby made a part hereof, the first publication thereof and said posting to be not less than ten (10) nor more than twenty (20) days before the date of such public hearing.

DATED: March 2, 2022

TOWN BOARD OF THE TOWN OF CHENANGO

The adoption of the foregoing Order was duly put to a vote, which resulted as follows:

AYES:

NOES:

(SEAL)

The Order was declared adopted.

* * * * *

CERTIFICATE OF THE TOWN CLERK

I, LIZANNE TIESI-KORINEK, Town Clerk of the Town of Chenango, in the County of Broome, New York, DO HEREBY CERTIFY, that I have compared the preceding Order Calling Public Hearing to be held on March 16, 2022 with the original thereof filed in my office, and that the same is a true and correct copy of said original and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate seal of said Town on this ____ day of March, 2022.

(SEAL)

Town Clerk

STATE OF NEW YORK)
 :ss:
COUNTY OF BROOME)

LIZANNE TIESI-KORINEK, being duly sworn upon her oath deposes and says:

That she is and at all the times hereinafter mentioned she was the duly elected, qualified and acting Town Clerk of the Town of Chenango, in the County of Broome, New York; that on the ____ day of March, 2022, she caused to be conspicuously posted and fastened up a certified copy of the Notice Of Public Hearing, a true copy of which is annexed hereto and made a part hereof, on the sign board of said Town maintained pursuant to Section 30, subdivision 6, of the Town Law.

Town Clerk

Subscribed and sworn to before me
this ____ day of March, 2022.

Notary Public, State of New York

EXHIBIT "A"

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Chenango, in the County of Broome, State of New York, will hold a public hearing on Wednesday, March 16, 2022, at 7:00 p.m., or as soon after as this matter can be heard to consider any and all comments in relation the joint increase and improvement of facilities of Consolidated Sewer District Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12, consisting of the (i) construction of improvements to the Northgate Wastewater Treatment Plant, including a new headworks building and the conversion to a membrane biological reactor system, (ii) enhancements to the collection system, including lift stations, (iii) decommissioning and consolidation of the Pennview Wastewater Treatment Plant, including the construction of a new pump station and force main to convey sewage to the Northgate Wastewater Treatment Plant, and (iv) decommissioning of the Chenango Heights Wastewater Treatment Plant, including the construction of a new pump station and force main to convey sewage to the Northgate Wastewater Treatment Plant (the "Project"), and any ancillary or related work required in connection therewith, all pursuant to the respective map, plan and report and updated cost estimates, prepared by the Town and Districts, at the estimated total cost of \$40,000,000, to be financed by the issuance of not to exceed \$40,000,000 obligations of the Town.

Said public hearing of the Town Board will be held via Zoom, and a transcript will be provided at a later date. The public will have an opportunity to see and hear the meeting live and provide comments. The public can participate using Zoom Meeting at the following link: [INSERT LINK]. The public can also call into the meeting dialing the following telephone number: [646-558-8656]. The Zoom Meeting ID is _____ and the passcode: _____. First-time users of the Zoom Meeting app will need to download the app prior to the meeting.

Written comments and/or questions may also be submitted via email at the following email address: Lizanne.Tiesi-Korinek@townofchenango.com. Any comments and/or questions will be considered at the public hearing provided that they are submitted no later than two (2) hours prior to the start of the public hearing.

At said public hearing, the Town Board will hear all persons interested in the subject matter thereof concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law.

Dated: March 2, 2022
Chenango, New York

BY ORDER OF THE TOWN BOARD OF THE TOWN OF
CHENANGO, COUNTY OF BROOME, NEW YORK

Lizanne Tiesi-Korinek, Town Clerk
Town of Chenango

EXTRACT OF MINUTES
Meeting of the Town Board of the
Town of Chenango, in the
County of Broome, New York
March 2, 2022

* * *

A regular meeting of the Town Board of the Town of Chenango, in the County of Broome, New York, was held at the Town Hall, , in the County of Broome, New York, was held at the, on March 2, 2022.

There were present: Jo Anne Klenovic, Supervisor; and

Councilpersons:

There were absent:

Also present: Lizanne Tiesi-Korinek, Town Clerk

* * *

_____ offered the following resolution and moved
its adoption:

RESOLUTION OF THE TOWN OF CHENANGO, NEW YORK,
ADOPTED MARCH 2, 2022, APPROVING THE JOINT
CONSOLIDATION PLAN AND AGREEMENT WITH RESPECT TO
SEWER DISTRICTS NOS. 2, 3, 4, 5, 7, 7A, 8 & 9 AND SEWER
DISTRICT NO. 12

Recitals

WHEREAS, the Town Board of the Town of Chenango, in the County of Broome, New York (herein called the "Town") has reviewed the proposed Joint Consolidation Agreement in connection with the proposed consolidation of the Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9 and Sewer District No. 12 (the "Districts"); and

WHEREAS, the Town Board has adopted a resolution on January 19, 2022 endorsing the Joint Consolidation Agreement with respect to the Districts; and

WHEREAS, a public hearing was duly called and held at the Town Hall on March 2, 2022 to hear those in favor of and in opposition to the proposed consolidation of the Districts;

Now, therefore, the Town Board hereby resolves as follows:

Section 1. The proposed plan for the consolidation of Sewer Districts Nos. 2, 3, 4, 5, 7, 7A, 8 & 9 and Sewer District No. 12 is hereby approved, including the Joint Consolidation Agreement heretofore endorsed by the Town. Said Districts are hereby determined to be consolidated into a single district to be known as "Consolidated Sewer District Nos. 2, 3, 4, 5, 7, 7A, 8, 9 and 12". The consolidation shall be accomplished pursuant to and in

conformity with a Joint Consolidation Agreement in substantially the form attached to the resolution adopted by the Town Board on January 19, 2022.

Section 2. This resolution shall take effect immediately.

* * * * *

_____ seconded the motion for the adoption of the foregoing resolution and said resolution was adopted by a roll call vote, as follows:

Supervisor Jo Anne Klenovic	voting _____
Councilman Jim DiMascio	voting _____
Councilman Frank Carl	voting _____
Councilman Eugene H. Hulbert, Jr	voting _____

* * * * *

The resolution was declared adopted.

(Attached copy of Final Consolidation Agreement)

CERTIFICATE

I, Lizanne Tiesi-Korinek, Town Clerk of the Town of Chenango, in the County of Broome, New York, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Town Board of said Town, duly called and held on March 2, 2022, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Town Board and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Town this ____ day of March, 2022.

(SEAL)

Lizanne Tiesi-Korinek, Town Clerk
Town of Chenango

Town of Chenango

RESOLUTION INTRODUCING A PROPOSED LOCAL LAW

WHEREAS, a Local Law entitled "A LOCAL LAW AMENDING CHAPTER 74A ENTITLED 'SMOKING'", was introduced at this meeting, a copy of which is attached hereto, and

WHEREAS, the Town Board desires to hold a public hearing with respect to the adoption of said Local Law.

NOW, THEREFORE, BE IT RESOLVED that a public hearing will be held by the Town Board of the Town of Chenango with respect to the adoption of the aforesaid Local Law on **April 2, 2022 at 7:00 p.m.**, or as soon thereafter as the matter may be heard, at Town Hall, 1529 NY RT 12, Binghamton, New York; and it is further

RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

CERTIFICATION

I, Lizanne Tiesi-Korinek, do hereby certify that I am the Town Clerk of the Town of Chenango and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Chenango at a meeting thereof held at Town Hall, 1529 NY RT 12, Binghamton, NY on 2nd day of March, 2022. Said resolution was adopted by the following roll call vote:

Supervisor Jo Anne Klenovic _____
Councilperson Gene Hulbert Jr. _____
Councilperson Frank Carl _____
Councilperson Jim DiMascio _____

Town of Chenango Seal

Dated: March 2, 2022

Lizanne Tiesi-Korinek
Town Clerk of the Town of Chenango

Town of Chenango

Local Law No. 1 of the year 2022

A LOCAL LAW AMENDING CHAPTER 74A ENTITLED "SMOKING"

Be it enacted by the Town Board of the Town of Chenango as follows:

Section 1 Chapter 75A of the Chenango Town Code shall be amended as follows:

§ 75-4 Use of tobacco and marijuana products prohibited.

Use of tobacco and marijuana products within all publicly owned or leased swimming pools and pool grounds, public parks, playgrounds, ball fields, spectator areas and all other recreational areas leased or owned by the Town shall be prohibited within the Town of Chenango.

§ 75-5 Definitions.

B. "Smoking" shall mean the burning of a lighted cigar, cigarette, pipe or any other matter or substance that contains tobacco or marijuana.

§ 75-6 Penalties for offenses.

Any person who is found to have violated this article shall be subject to the following:

B. At the judge's discretion, the judge may suspend the fine in lieu of attendance by the offender, at his or her own expense, in a smoking cessation program recommended by the local health department including the dangers of smoking, tobacco use, marijuana use, and secondhand smoke.

§ 75-7 Signage.

The Town will affix permanent signage indicating "Smoking-Free Zone" at all such publicly owned or leased playgrounds, athletic fields and spectator areas, swimming pools and pool grounds, and all other public parks and recreation areas leased or owned by the Town.

Section 2 Separability

The provisions of this local law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 3 Repealer

All Ordinances, Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4: Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Town of Chenango

RESOLUTION INTRODUCING A PROPOSED LOCAL LAW

WHEREAS, a Local Law entitled “A LOCAL LAW AMENDING SECTION 73-50 OF THE TOWN CODE ENTITLED ‘ZONING’”, was introduced at this meeting, a copy of which is attached hereto, and

WHEREAS, the Town Board desires to hold a public hearing with respect to the adoption of said Local Law.

NOW, THEREFORE, BE IT RESOLVED that a public hearing will be held by the Town Board of the Town of Chenango with respect to the adoption of the aforesaid Local Law on **April 2, 2022 at 7:00 p.m.**, or as soon thereafter as the matter may be heard, at Town Hall, 1529 NY RT 12, Binghamton, New York; and it is further

RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

CERTIFICATION

I, Lizanne Tiesi-Korinek, do hereby certify that I am the Town Clerk of the Town of Chenango and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Chenango at a meeting thereof held at Town Hall, 1529 NY RT 12, Binghamton, NY on 2nd day of March, 2022. Said resolution was adopted by the following roll call vote:

Supervisor Jo Anne Klenovic _____
Councilperson Gene Hulbert Jr. _____
Councilperson Frank Carl _____
Councilperson Jim DiMascio _____

Town of Chenango Seal

Dated: March 2, 2022

Lizanne Tiesi-Korinek
Town Clerk of the Town of Chenango

Town of Chenango

Local Law No. 3 of the year 2022

**A LOCAL LAW AMENDING SECTION 73-50
OF THE TOWN CODE ENTITLED "ZONING"**

Be it enacted by the Town Board of the Town of Chenango as follows:

Section 1. Section 73-50 Permitted Uses-Principal shall be amended as follows:

14. Church
15. Uses permitted by special permit (Article IV, § 73-12)
 - a. Adult entertainment business
 - b. Quarry, sandpit, gravel pit and topsoil stripping

Section 2. Separability

The provisions of this local law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 3. Repealer

All Ordinances, Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 4. Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.

Town of Chenango

RESOLUTION INTRODUCING A PROPOSED LOCAL LAW

WHEREAS, a Local Law entitled "A LOCAL LAW AMENDING SECTION 73-44 OF THE TOWN CODE ENTITLED 'ZONING'", was introduced at this meeting, a copy of which is attached hereto, and

WHEREAS, the Town Board desires to hold a public hearing with respect to the adoption of said Local Law.

NOW, THEREFORE, BE IT RESOLVED that a public hearing will be held by the Town Board of the Town of Chenango with respect to the adoption of the aforesaid Local Law on **April 2, 2022 at 7:00 p.m.**, or as soon thereafter as the matter may be heard, at Town Hall, 1529 NY RT 12, Binghamton, New York; and it is further

RESOLVED, that the Town Clerk is hereby authorized and directed to cause public notice of said hearing to be given as provided by law.

CERTIFICATION

I, Lizanne Tiesi-Korinek, do hereby certify that I am the Town Clerk of the Town of Chenango and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Town Board of the Town of Chenango at a meeting thereof held at Town Hall, 1529 NY RT 12, Binghamton, NY on 2nd day of March, 2022. Said resolution was adopted by the following roll call vote:

Supervisor Jo Anne Klenovic _____
Councilperson Gene Hulbert Jr. _____
Councilperson Frank Carl _____
Councilperson Jim DiMascio _____

Town of Chenango Seal

Dated: March 2, 2022

Lizanne Tiesi-Korinek
Town Clerk of the Town of Chenango

Town of Chenango

Local Law No. 2 of the year 2022

**A LOCAL LAW AMENDING SECTION 73-44
OF THE TOWN CODE ENTITLED "ZONING"**

Be it enacted by the Town Board of the Town of Chenango as follows:

Section 1. Section 73-44 Permitted Uses-Accessory shall be amended as follows:

- "3. One detached garage (not to exceed 1,500 square feet) or one carport (not to exceed 200 square feet) to accommodate vehicles."

Section 2. Section 73-44 Yards-Accessory Use-Front shall be amended as follows:

"Behind principal use"

Section 3. Separability

The provisions of this local law are separable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words, or parts of this local law or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this local law would have been adopted if such illegal, invalid, or unconstitutional provision, clause, sentence, subsection, word or part had not been included therein, and as if such person or circumstance, to which the local law or part thereof is held inapplicable, had been specifically exempt therefrom.

Section 4. Repealer

All Ordinances, Local Laws and parts thereof inconsistent with this Local Law are hereby repealed.

Section 5. Effective Date

This local law shall take effect immediately upon filing with the New York State Secretary of State in accordance with Section 27 of the Municipal Home Rule Law.



State of New York
County of Broome Government Offices

Information Technology

Jason T. Garnar, County Executive · Douglas J. Camin, Chief Information Officer

Jo Anne Klenovic
Supervisor – Town of Chenango
1529 State Route 12
Binghamton, NY 13901

February 18, 2022

Dear Jo Anne –

This letter is to provide a formal correspondence and notice pursuant to the Memorandum of Understanding regarding the intention of Broome County's Information Technology department to cease hosting the email services for the Town of Cheanngo as of December 31, 2022.

The reasons for making this change are as follows:

- The servers that host these email accounts are at their end-of-life and to continue this service the County would need to purchase new hardware.
- The County has migrated its own users off this hardware and onto the Microsoft Office 365 online email hosting platform and therefore does not need to purchase replacement hardware for County purposes.

While the County could migrate the Town's email users to Broome County's Office 365 online email tenant, the nature of administering the tenant online is easier for the Town to perform directly and the costs are the same. In addition, one of the original goals of the shared services arrangement was to relieve the Town of the cost and administrative burden of physical infrastructure. In a scenario where the Town also moves to Office 365 email hosting, there are no longer physical infrastructure cost savings to be achieved.

During our phone conversations in February 2022, we discussed the outlines of this plan and I indicated I would send this formal notice for planning purposes. It is my hope that by providing a significantly long lead time to make this transition, along with ensuring the County's IT department provides your group with the support they need to migrate, it will be a smooth transition and not create excessive burden for you or your team.

Please let me know if there are any additional questions or discussions you would like to have to make sure this is planned and executed smoothly.

Sincerely –

A handwritten signature in black ink, appearing to read "D. Camin".

Douglas Camin
CIO, Broome County

Klenovic, Jo Anne

From: Blythe, Alan A.
Sent: Saturday, August 21, 2021 8:25 AM
To: Klenovic, Jo Anne
Subject: Board Training

So how do you read it?

§ 2A-5 Minimum training requirements; costs.

A.

All members and alternate members shall be required to attend a minimum of six hours in relevant training courses within the first two years from the date of their initial appointment to such Board and, thereafter, attend training sessions of not less than three hours every three years during the remainder of their first and subsequent terms of appointment.

Chapter 2A
BOARDS AND COMMISSIONS

ARTICLE I
Method of Payment

§ 2A-1. Purpose.

§ 2A-2. Method of payment established.

ARTICLE II
Training for Planning Board and Zoning
Board of Appeals Members

§ 2A-3. Title.

§ 2A-4. Purpose and intent.

§ 2A-5. Minimum training requirements; costs.

§ 2A-6. Approved training courses.

§ 2A-7. Lack of training not to affect validity of member's actions.

§ 2A-8. Procedure for removal of member.

§ 2A-9. Removal for cause.

§ 2A-10. When effective; applicability.

[HISTORY: Adopted by the Town Board of the Town of Chenango as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Planning Board — See Ch. 15.
Environmental Quality Review — See Ch. 35.

Zoning — See Ch. 73.

ARTICLE I
Method of Payment
[Adopted 4-19-1993 by L.L. No. 1-1993]

§ 2A-1. Purpose. [Amended 3-4-2019 by L.L. No. 1-2019]

The Town Board of the Town of Chenango desires to establish the method of payment to appointed officers to the Planning Board and the Zoning Board of Appeals.

§ 2A-2. Method of payment established.

Effective as of the adoption of this article, the above-noted officials shall be paid on a per-meeting basis in an amount to be established by the Town Board at its annual organizational meeting.

ARTICLE II

**Training for Planning Board and Zoning Board of Appeals Members
[Adopted 6-4-2001 by L.L. No. 3-2001]****§ 2A-3. Title.**

The article shall be entitled "A Local Law Establishing Training Requirements for Members and Alternate Members of the Planning Board and Zoning Board of Appeals of the Town of Chenango."

§ 2A-4. Purpose and intent.

- A. The Town of Chenango finds that appropriate training of the Town of Chenango's Zoning Board of Appeals (ZBA) and the Town of Chenango Planning Board members is essential to the proper functioning of said Boards.
- B. The State of New York has recognized the importance of training in its recent amendments to the Planning Board and ZBA statutes (Town Law §§ 271 and 267, Village Law §§ 7-718 and 7-712, and General City Law §§ 27 and 81), respectively.
- C. It is the purpose of this chapter to assist the ZBA and Planning Board members in obtaining appropriate training to enhance their ability to carry out their duties under applicable provisions of law and to pay the reasonable costs of such training as a Town charge.
- D. It is also the purpose of this article to establish minimum training and continuing education course requirements for such members.

§ 2A-5. Minimum training requirements; costs.

- A. All members and alternate members shall be required to attend a minimum of six hours in relevant training courses within the first two years from the date of their initial appointment to such Board and, thereafter, attend training sessions of not less than three hours every three years during the remainder of their first and subsequent terms of appointment.
- B. Noncompliance with these minimum requirements relating to training may be deemed a proper cause for removal from office.
- C. The reasonable costs of such training courses, seminars, workshops or continuing education courses so designated shall be a Town charge. Members shall also be reimbursed for reasonable travel and meal expenses according to Town policies. Such training sessions shall be approved in advance by the Town of Chenango.

§ 2A-6. Approved training courses.

Training sessions which relate to the duties of members of the ZBA and members of the Planning Board may include programs offered by the New York State Department of State, New York State Association of Towns, New York State Department of Environmental

Conservation, the New York State Planning Federation, the Broome County Department of Planning and Economic Development, the Broome County Cooperative Extension and other such entities, as well as in-house updates or training seminars or municipal law seminars conducted by the Town Attorney. The Town of Chenango, after discussing with the Chairpersons of the ZBA and Planning Board, shall annually designate such training courses, seminars, workshops or continuing education courses which may be offered within a reasonable distance and which may be helpful to or of assistance to the Zoning Board of Appeals and/or Planning Board in carrying out their respective functions in a timely, fair and lawful manner.

§ 2A-7. Lack of training not to affect validity of member's actions.

Notwithstanding the foregoing, the failure of a member of the Planning Board or ZBA to obtain such training shall not affect said person's appointment to serve on such Board, to entertain applications, to vote on such applications, the validity of such member's actions or the validity of any decision, order or action of such Board.

§ 2A-8. Procedure for removal of member.

- A. The Chairperson of the ZBA and the Chairperson of the Planning Board shall notify the Town Board in writing on or about October 1 in a given year of any member who, without good cause, fails to comply with the minimum requirements for training.
- B. In the event that a member of the ZBA or Planning Board has failed to complete the minimum training requirements set forth in § 2A-5, then the Town Board may remove such member for cause as herein provided:
 - (1) Notice. Such member shall be mailed a written notice specifying the nature of the failure of such member to meet the minimum requirements of § 2A-5 above.
 - (2) Public hearing. Such notice shall specify a date, not less than 10 nor more than 30 days from the date of mailing such notice, when the Town of Chenango shall convene and hold a public hearing on whether or not such member should be removed from service on such Board. Such notice shall also specify the time, date and place of such hearing.
 - (3) Public notice. Public notice of such hearing shall be published in the official newspaper of the time at least 10 days prior to the date of the public hearing.
 - (4) Conduct of hearing. The public hearing on the charges shall be conducted before the Town Board of the Town of Chenango. The member shall be given an opportunity to retain an attorney, present evidence, call witnesses to refute the charges and cross-examine witnesses. A record of such hearing shall be made. The decision of the Town of Chenango shall be reduced to writing together with specific findings of the Town of Chenango with respect to each charge against such member. A copy of such decision and such findings shall be filed in the Office of the Town Clerk and mailed to the member.

February 20, 2022 | 4:46 pm

COVID-19 Vaccines

Children ages 5+ are eligible for the COVID-19 vaccine and children ages 12+ are eligible for a booster. Parents and guardians: make sure your child gets vaccinated and stays up to date with all recommended doses.

[VAX FOR KIDS >](#)



DOS Home Local Government Home I would like to... Local Government Efficiency (LGe) Local Government Training (LGT) Regional Commissions Contact

Annual Training Requirement

Planning board and zoning board of appeals members are required by state statute to obtain four hours of training a year. This amendment to state law, enacted in 2007, is important because members of planning boards and zoning boards of appeals make decisions of major importance in their municipalities. The decisions can affect the function and appearance of communities for decades to come while impacting property interests important to individual New Yorkers.



Below are some questions often asked about the mandatory training requirements. Many of the questions and answers are from a fact sheet on the mandatory training law that was published by the Legislative Commission on Rural Resources in cooperation with the Department of State, the New York Planning Federation, the Association of Towns, the New York State Conference of Mayors and Municipal Officials, the New York State Builders Association and the New York Farm Bureau.

SAMPLES: [Sample Local Resolution Identifying Eligible Training](#) » | [Sample Training Attendance Certification Form](#) »

What does the mandatory training law do? The mandatory training law requires a minimum standard of four hours of training per year for each planning board and zoning board member throughout the state, while allowing municipalities wide latitude in defining what training is acceptable.

Who must receive training? Town, village and city zoning board of appeals and planning board members, as well as county planning board members must receive training. People who are appointed as alternates to the board must also receive training. County planning board members in charter counties are also subject to the law if they are appointed by the county governing body. County staff acting as the "county planning agency" are not included in this law.

Wasn't training already required for planning and zoning board members? Before the 2007 law, each municipality had the option of whether or not to require training of planning board and zoning board of appeals members. If a municipality chose not to adopt a local training requirement, no training was required. Under the new statute, the default is that the training is required. Municipalities that already adopted training laws should modify them to make sure they meet, at a minimum, the requirements of the new state law. Whether or not such laws are modified, the state requirements will apply.

Local Government Tech Helpline
(518) 473-3355
(800) 367-8488

Select Links

- Winter Webinar Series Flyer 2020-2021
- 5th Annual Local Government Innovation Conference
- Local Government Charitable Contributions
- Recorded Webinars
- SFY 2017-2018 Annual Report: Administration of Local Government Efficiency Program
- County-wide Shared Services
- Senior Housing Regulations Two Model Laws
- Local Laws Search
- Local Government Handbook

Are there any exceptions built into the new law? Yes, the law exempts a municipality with a population of one million or more. Also, training requirements do not currently apply to members of planning commissions that were formed pursuant to General Municipal Law §234.

Can a municipality "opt out" of the training requirements? The law allows the municipal governing board to waive or modify the training requirement if they feel it is in the best interest of the municipality to do so. The waiver or modification is accomplished by the adoption of a resolution. The resolution could waive training for all board members, and it appears it could be used to waive the requirements for individual board members. For example, a waiver may be appropriate in the case of a member who has extensive experience or professional qualifications. Another member may have a medical emergency that prevents them from attending a training session for which they were preregistered. However, before choosing to opt out, governing boards should consider allowing the requirements to be met by other options such as online training provided by NYS Department of State, the New York Municipal Insurance Reciprocal (NYMIR), or allowing planning and zoning board members to "catch up" with deficiencies in a prior year by attending additional classes in the future. Governing board members should also remember that even experienced members can benefit from attending additional training. Board members can seek out more advanced training courses such as case law sessions or sessions dealing with newer zoning techniques or they can always attend refresher courses on the basics. There is always more to learn.

Must all the training be conducted in classroom setting? Traditional classroom-style training is just one method of training available. Training could also include distance learning, videos, on-site demonstrations, or even self-study.

Who determines what kind of training a board member must receive? The governing body of each town, village, city or county determines what courses, training providers, and training formats are acceptable. Acceptable training can even vary for individual board members.

Must training be from a state-certified provider? No. The state has no certification for providers or training programs or plans to create such a certification. However, governing boards are encouraged to pass resolutions approving training from trusted providers, such as their municipal attorney; a regional planning council; a county planning office or county planning federation; a state agency; or a state association like the Association of Towns of the State of New York, the New York Conference of Mayors, the New York Association of Counties, or the New York Planning Federation.

What topics are required? The law leaves the selection of topics up to the governing board. It is hard to anticipate what courses will be available at conferences and in county or regional training events. It is also hard to know what special courses may be timely for the boards to attend. For that reason, governing boards may want to leave the list of topics general unless it finds that the members are not choosing relevant courses.

What if a person gets excess training in a particular year? Training received in excess of four hours in any one year may be carried over into succeeding years. However, the statute does not say a year must be a calendar year. While a calendar year makes sense for town planning and zoning board members, members of county, city and village boards may want to have the "training year" correspond with the municipality's "official year."

What if the municipality wants board members to receive more than four hours of training per year? The municipality can adopt a requirement that exceeds the state requirements. The municipality could also require a board member who serves on more than one planning or zoning board to receive more than four hours of training per year. The statute arguably allows the four hours received to count for both positions, though the legislation is not clear on this point.

Who keeps track of the amount of training each member gets? The law is silent on this question. Municipalities may want to require board members to submit to the municipal clerk the attendance slips for each course they attend, or they may require board members to file annual statements of compliance.

Is one hour of training credit equal to 60 minutes of instruction? This type of question is normally addressed in state regulations adopted to implement a law requiring training. However, the statutes do not give any state agency the task of adopting regulations relating to the mandatory training requirements. For continuing legal education for attorneys, "One (1) hour of continuing legal education credit shall consist of at least 50 minutes of instruction, exclusive of introductory remarks, meals, breaks, or other non-educational activities."

What happens if a board member doesn't meet the minimum training requirement? Under the new state law, the board member would not be eligible for reappointment to the board. Municipal governing boards can also adopt a rule that provides for removal of members, prior to the expiration of their terms, for failure to meet local training requirements. While this might be considered a "modification," which can be accomplished by resolution, the removal provisions in the planning and zoning board statutes

- Local Government Technical Assistance
- LGE Knowledge Matrix
- LGT On-Site Course Listing
- LGT Online Interactive Courses
- LGT Online Videos
- Resources for Local Governments
- Contact Local Government Services
- Municipal Restructuring Fund



Local Government
Training Schedule



indicate that such provisions must be established by local law or ordinance. Removal of a member from office should be preceded by a written notification of non-compliance and an offer of a hearing.

Are we in trouble if a dissatisfied applicant or unhappy neighbor wants the board's decision thrown out because a board member didn't get training? No. The new statute states that no decision of a zoning board of appeals or planning board shall be voided or declared invalid because of a failure to comply with training or attendance requirements.

Where can we get training? Training is available from numerous sources. In addition to being a training provider, the Department of State provides links to many other providers from its website at <http://www.dos.ny.gov/lgl/resources.html>. Or check our New York State Training Network Calendar for upcoming on-site events: http://www.dos.ny.gov/lgl/ign_calendar.html The New York Department of State, Local Government Training Program provides training on a county, regional or statewide basis. We encourage municipal officials to work with their county planning departments or regional planning councils to arrange for training that can benefit planning and zoning officials from a number of municipalities. Please call (518) 473-3355 for more information.

