

Town of Corning Town Council
Meeting Agenda
May 21, 2024 @ 7pm [Teams Link](#)

Welcome

- 1) Call meeting to order.
- 2) Roll call of board members present.
- 3) Pledge of Allegiance.

Community Comments (NOT AGENDA RELATED)

- 4) Comments will be limited to 2 minutes per person and a maximum of 10 minutes to allow the meeting to run smoothly. No personnel issues will be discussed.

Reports

- 5) Motion to accept Town Clerk [April 2024 report](#).
- 6) Motion to accept Town Highway [April 2024 report](#).
- 7) Motion to accept Building and Grounds [April 2024 report](#).
- 8) Motion to accept Town Council [May 8th, 2024 meeting minutes](#).
- 9) Motion to accept Town Supervisor [January 2024 report](#).
- 10) Motion to accept Town Supervisor [February 2024 report](#).
- 11) Motion to accept [Abstract 9](#) of 2024.

Grant Discussions

- 12) Motion to [discuss Community Development Block Grant](#) with Brian Toy, STC.
- 13) Motion to discuss [Local Government Efficiency Grant Program](#)
 - **Motion to adopt Resolution 16 of 2024** to adopt Intermunicipal Agreements with the City of Corning, Village of Painted Post, and Village of South Corning in creation of a no-cost district to allow levy of non-payment of water/sewer bills to be placed on the resident's town taxes.

Board Discussions

- 14) Motion to accept resignation from Edison Barahona from the Ethics Board
- 15) Motion to keep Ethics Board at 5 members.
- 16) Motion to discuss appointment of member to ZBA (NY Town Law § 267)
 - Joan Rosen
 - Marvin Olmstead
- 17) Motion to discuss salary for Historian position (\$15/hr - Maximum of 4 hrs per week)

Playground/Parks

18) Motion to discuss survey results for [Shaun Lane Memorial Park](#)

- [PowerPoint](#) review of results and suggested park items

19) Motion to purchase items for Shaun Lane Memorial Park not to exceed \$_____.

IT Support

20) Motion to discuss [SCT](#) for IT support in comparison to current [Edmunds](#) contract.

21) Motion to approve purchase of [Owl for hybrid meetings](#) plus tripod (Cost \$1,500)

Insurance

22) Motion to approve **Resolution 17 of 2024**

RESOLUTION 16 of 2024 TO SUBMIT AN APPLICATION TO JOIN THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM

WHEREAS, the Town of Corning has performed due diligence for the responsibility it accepts with membership in the Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC), now therefore be it

RESOLVED, that the Town of Corning Board hereby directs its officers and appointees to take the following Consortium membership applicant steps:

1. Submit by July 1st, this municipality board resolution authorizing application for membership along with the GTCMHIC "New Group Member Application" completed which states the GTCMHIC Health Benefit Insurance Plan or Plans the Municipal Corporation's employees and retirees will be participating in upon the effective date of participation in the GTCMHIC.

2. As soon as practicable, but no later than July 1st, submit the Municipal Corporations' two most recent years of State Comptroller AUD reports.

3. As soon as practicable, (if not already done so), but no later than July 1st, submit the Municipal Corporation's most recent monthly premium billing statements from all health insurance carriers providing benefits to all active employees and retirees.

Said premium billing statements should include the name of the Municipal Corporation and the month for which the billing is related. In addition, said premium bills must include the number of contracts (employee, employee + spouse, employee + child (children), and family) and the monthly premium rate for each plan of benefit.

Further RESOLVED, if the Consortium Board accepts this Town's application, the Town will comply with the following action steps:

4. Sign the Municipal Cooperative Agreement of the GTCMHIC upon notification that the GTCMHIC Board of Directors has approved the Municipal Corporation's application to become a Participant in the GTCMHIC by October 15th .

5. Confirm by October 15th the names of all employees, retirees, and dependents to be covered in which Consortium's Health Insurance Plans. (Note: a list of those enrolled will be sent to the Municipal Corporation by the Medical Claims Administrator by no later than November 15th for verification purposes).

6. By November 1st, notify the GTCMHIC of the name and contact information for the person within your organization for benefit administration; and who will attend a new member orientation between November 15th and December 15th.

Further RESOLVED, action to join the GTCMHIC is contingent on securing union support from the Town's collective bargaining unit.

Internship

23) Motion to approve Shawn Perry completing an unpaid internship with the Town Bookkeeper for Summer 2024.

Speed Reduction

24) Motion to discuss speed reduction for Goff Rd, Forest Hill Drive, Upper and Lower Dr., Pinewood Circle, Hancock Rd and Hickock Rd.

25) Motion for Glen Rose to discuss concerns regarding Ritter Rd.

Competitive Bids

26) Motion to discuss [competitive bid](#) for roof replacement/trusses for the building.

- [Hale roofing full replacement quote](#) Offering twenty-year limited warranty
- [Chilson full replacement quote](#)

27) Motion to discuss [competitive bid](#) that was placed for continued renovation of town hall.

Phone Update

28) Motion to approve phone updates with [CPE Interlink for \\$6,015](#) as current phones will no longer be supported by end of year.

Policy Review

29) Motion to schedule date for policy workshop.

- Policy Workshop:
 - Employee Handbook 2024 (pending review by Attorney Ryan.) should be complete.
 - Information Technology Policy
 - Information Breach Notification Policy (Technology Law 208)

- Capital Asset Policy (Governmental Accounting Standards Board's (GASB) Statement No. 34).
- Use of Municipal Equipment (Town Law 64)
 1. Town Owned Vehicles
 2. Computer Use
 3. Cell Phone use and reimbursement policy
- July/August 2024
 - i. Town Budget Workshops to begin. Dept heads will be requested to have tentative budget requests by June-July 2024 for review.
- August 2024
 - Local Comprehensive Emergency Management Plan (Executive Law 23)

Board Updates

30) Motion to discuss board updates with Supervisor Mullen.

- Gazebo update in the Manor
- Filing cabinets for Supervisor Mullen
- Security locks in building
- ARPA misc. Purchases for building items in the one drive. Will bring this to vote once we have a "more complete" version.
- Glen and Jen to work on requests from the Board regarding 5-year plan to review at policy meeting.

Community Comment on Agenda Items

31) Any comments by visitors/community regarding agenda items.

Comments will be limited to 2 minutes per person and a maximum of 10 minutes to allow the meeting to run smoothly.

Adjournment

32) Motion to adjourn at _____.