

**TOWN OF KIRKWOOD
WORK SESSION**

February 25, 2020

Present: Supervisor Gordon Kniffen
Councilman Robert Weingartner
Councilman Lewis Grubham
Councilwoman Katie Legg
Councilman William Diffendorf, Jr.

Also Present: Robert McKertich, Attorney
Gayle Diffendorf, Town Clerk
Bill Tozer, Deputy DPW Commissioner
Marchie Diffendorf, Planning Bd. Chairman
Duane Travis, ZBA Chairman
Alan Glover, Water Treatment Plant Operator

**1. Discussion – Resolution authorizing John A. Finch, Jr. to sign the Purchase Agreement with TI-Sales, Inc., regarding the purchase of Neptune water meters, in accordance with the attached agreement.
(B. Tozer)**

Supervisor Kniffen explained that we're replacing our water meters over a three-year span so we put together a three-year agreement. This saves the Town about \$18,000, but also it's over a \$200,000 expenditure so we spread that out over three years so as not to spend it all in one year. Mr. McKertich said the agreement is worked off of the quote, which is Exhibit A. The agreement would give us the option to purchase any quantity of meters within that Exhibit A for the price stated over a three-year period. We would be allowed to cancel the contract at any time. There are sections included regarding warranties, indemnification insurance and the typical provisions. According to Exhibit A we can purchase up to 900 of the 5/8" x 3/4" Neptune T-10 meters or 35 of the 1" T-10 meters. In response to questions from Councilman Diffendorf, Alan Glover said as far as I know the 1" meters are working but we won't be able to read them, they will have to be replaced. The order that we have is for 25 of them. Since we don't foresee any problems we should be able to replace 325 meters in one year. We don't put anything outside, just go in and change the meter body out. The only issue would be with a curb box, since some houses don't have a shutoff before the water meter inside the house. We highly recommend they have a shutoff. We will be able to drive by and read the meter without any wiring.

Councilwoman Legg noted that the mapping mobility and mobile data collector are not on both quotes. Alan said that is because we're going to try to do the mapping with the final purchase after we have as many of the meters in that we can. In regard to data collection, we can still read without having the mapping system with what we get with the first price. Councilman Weingartner said you have your implement that reads it and then from the data that comes from that, you then have your mapping data. Alan said basically the mapping gives you the ability to

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be out in the field and see everything. In response to Councilman Diffendorf, Alan said the Belt Clip Transceiver, which costs \$3,100, will allow us to read the meters as soon as they are installed. Resolution.

2. Discussion – Purchase of 325 Neptune water meters with software and system in 2020 at a cost of \$ 79,226.04. (B. Tozer/A. Glover)

Resolution.

3. Discussion – Pump Repair for Sewer Station. (B. Tozer/A. Glover)

Alan Glover said Kirkwood Ave and the Sunset pump station use the same pumps and we had a motor go bad on one of them and sent it out for repair. The quote for repair is \$3,100 and \$8,200 to replace it with a new one. It's a spare pump and we are just looking to get it repaired. Resolution to authorize repair.

4. Discussion – Dog Control. (KML)

Councilwoman Legg said the dog control report that we now get every month really doesn't tell us a lot of detail about different things that the Dog Control Officer does. The last report referenced 32 phone calls, but we don't know what those phone calls were for. Also, dogs to the shelter – 2, tickets – 5, investigations ongoing, dog bites and other animal issues were noted on the report. I have a recommendation to change what she reports so we have a better understanding of what these calls are actually for and other things that she has to do.

Other things that would require more detail:

On-site/in person actions: when she actually goes out and captures a dog, rescuing a dog, dealing with a complaint;

Dogs to Shelter: I know from recent correspondence that the sheriff's department actually took a dog in, so do we need to know if she's the one taking a dog or law enforcement;

Tickets: We're thinking we only need to know how many tickets, not necessarily what they all are for;

Mailings: How many;

Court: If she goes to court, who it is against. So we know what it's all about;

Investigations- Ongoing: Just having a number of how many investigations are going on really doesn't tell us anything. I think that we need to know when the investigation started, who is being investigated, what it is about and the final outcome, since it may be something bigger than we think it is;

Dog bites: We need to know when it happened, who was bitten, if the person went to the hospital, who the dog owner is;

Other animal issues: Whether a rabid raccoon or other issue

I recommend that she return calls the day they come in and keeps her machine clear of messages at all times. When we met with her and asked about her records, she said she has all those at her home, and I think it's a good idea to store what she may not be working on at this point at the Town Hall in the file that is for her use, since those are official Town documents.

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In regard to the DCO using the Town vehicle, Councilman Weingartner said there are times when it is not feasible, especially since the vehicle is shared with Code Enforcement and sometimes the DCO leaves from her job as well. We've had no issues with her using her own vehicle and it is covered under our insurance. We got the Code truck in 2018 and she can use it when she needs to. I don't see an issue with her using her own vehicle. She does not charge mileage. Councilwoman Legg said at our meeting she did state that she realizes she takes the risk and stated how it would be with the insurance.

Supervisor Kniffen said I think this is a good thing. Councilman Weingartner said I like the idea of logging calls so we know what's going on and it's also a way to save her from some issues if someone is harassing her. The majority of dog issues in our Town deal with neighbor versus neighbor and they happen to have dogs.

Mr. McKertich said we should draft a report exactly how we want it to look and the Board can vote to approve it as the standard form that the Dog Control Officer uses. Since she hasn't been informed about this, Councilwoman Legg will give her a copy of these recommendations and she'll be invited to attend the next meeting to discuss it. Councilwoman Legg also noted that we'll have to talk to her about the documentation of the number of dogs taken to the shelter and how that should be included in the report, since there are questions about how that is reported to the Department of Agriculture and Markets.

5. Audit of Claims.

Resolution.

5a. Memorial Day Celebration.

Supervisor Kniffen said the committee (Councilwoman Legg, Councilman Diffendorf, and Supervisor Kniffen) thought it would be a good idea for the Town do something for Memorial Day. We did something quite a while ago when the VFW in Kirkwood was going strong, but that's been dissolved and nothing has happened since then. We are planning on having a celebration on Memorial Day, May 25th, at Veterans River Park off Main Street. Everyone will be invited and we hope the park will be full. I think this is a good thing for Kirkwood. It's another reason for living in Kirkwood, because we care about our veterans and this is another way of demonstrating what we think of them. Spread the word to any veterans that you know. We will be advertising as this gets closer.

5b. LED Lighting.

Supervisor Kniffen said the cost to replace all the lighting is \$9,000. Last year's total electric bill was \$38,762, which is probably about average, and NYSEG tells us savings will be \$21,369, so our bill will be cut to about \$17,000. That's a big savings to the Town and was a good decision by the Board to do it. Councilman Grubham said after the first year the savings will be more without the \$9,000 initial cost of replacement, which is a non-recurring cost.

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Councilman Weingartner questioned why the four or five lights are out on the on-ramp to get on the highway at the crossover between Johnson and Foley. Councilman Diffendorf said they are State lights. When the State did construction there, they put those lights in and told us we had to pay for the lighting. We had already pulled all of our lighting off the interstate years ago. Councilman Weingartner noted the new LED lights are brighter but are more concentric.

5c. Director of Emergency Services/State of the County.

Supervisor Kniffen reported that Mike Ponticiello, Director of Emergency Services for Broome County, will be here to give an overview of the County Executive’s State of the County address, highlighting key areas, and he will answer questions. He will also talk more about the expansion of emergency services. Some of that will be done in Kirkwood, so he will address how that might impact us. The meeting is at 6:00 and he will be first on the agenda.

6. Executive Session.

Councilman Diffendorf moved to adopt resolution to adjourn this meeting to conduct an Executive Session pursuant to section 105 paragraph h of the Public Officers Law to discuss the proposed acquisition, sale, or lease of real property. Councilman Grubham seconded.

Roll Call Vote: Councilman Weingartner - yes
 Councilman Grubham - yes
 Councilwoman Legg - yes
 Councilman Diffendorf - yes
 Supervisor Kniffen - yes

MOTION CARRIED.