



# 2022 BROOME COUNTY SHARED SERVICES

DRAFT PLAN SUBMITTED OCT 29, 2021



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# EXECUTIVE SUMMARY

## Working Together to Build a Better Broome

Launched in 2017, the County-Wide Shared Services Initiative mandates each County Executive convene a panel of the elected leaders of the cities, towns, and villages to develop and implement shared services to save money and minimize excess government. In 2017, Broome County led the way in swiftly bringing the panel together, gathering information from stakeholders, and finding savings within County departments. In 2019, Broome County received over \$3 million in matched savings for new shared services.

For decades, municipalities throughout the county have been actively sharing services in a variety of ways to increase efficiencies and save taxpayers money. They continue to do so outside the confines of this program. Upstate municipalities, especially Broome, experienced the height of their COVID crisis in the early months of 2021. Municipal focus continues to be on COVID recovery, including how shared services may assist in recovery efforts.

***In 2021, Broome County's local leaders tackled public health and economic crises caused by the ongoing pandemic. We continue to work together for the health and safety of our residents. Thank you to all our panel members and staff for your input and work on the Shared Services Initiative.***

***- Jason Garnar, Broome County Executive***

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# PANEL MEMBERS

*Per Part BBB of Chapter 59 of the Laws of 2017 and Article 12-I of the General Municipal Law, the following elected leaders of local municipalities are members of the Shared Services Panel. Inclusion on this list does not indicate attendance or participation at working sessions/meetings.*

Jason Garnar, Broome County Executive

Lois Dilworth, Town of Barker

Elizabeth Rounds, Town of Binghamton

Richard David, City of Binghamton

Joanne Klenovic, Town of Chenango

Glenn Winsor, Town of Colesville

Bill Dumian, Town of Conklin

Michael Marinaccio, Town of Dickinson

Kevin Burke, Village of Port Dickinson

Linda Jackson, Village of Endicott

Gary Holcomb, Town of Fenton

Gordy Kniffen, Town of Kirkwood

Ed Gehm, Town of Lisle

Gerald Mackey, Village of Lisle

Greg Deemie, Village of Johnson City

Jim Tokos, Town of Maine

Roy Willis, Town of Nanticoke

Dewey Decker, Town of Sanford

Bryan Moore, Village of Deposit

Charlie Manasse, Town of Triangle

Rick Materese, Town of Union

John Schaffer, Town of Vestal

David Downs, Village of Whitney Point

Carolyn Price, Town of Windsor

Ron Harting, Village of Windsor

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# SUCCESSFUL 2021 SERVICES

## *MUNICIPAL WATER EXPANSION*

Program description: In order to provide municipal water to current and potential residents and businesses, Town of Windsor is working with the Town of Kirkwood to expand already existing municipal water infrastructure.

Municipalities involved: Town of Windsor, Town of Kirkwood

Estimated savings: Unknown

## *VESTAL FIRE TRAINING CENTER*

Program description: Broome County is working with the Town of Vestal to bring the Vestal Fire Training Center up to NFPA code to allow for interior firefighting training. This site is used by many fire departments in the county for firefighter training.

Municipalities involved: Broome County, Town of Vestal

Estimated savings: Unknown

# 2022 PROJECTS

## *BROOME COUNTY PURCHASING ALLIANCE: MEDICARE ADVANTAGE PRESCRIPTION DRUGS*

Program description: Broome County coordinated a large group of municipalities interested in lowering their ever-increasing Medicare prescription costs. Through this Purchasing Alliance, which includes municipalities outside Broome County, lower rates

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were negotiated and all municipalities will save money. Additional municipalities may join in 2023.

Municipalities involved: Broome County, Town of Conklin, Town of Vestal, Town of Windsor, Binghamton Central School District

Estimated savings: \$513,246

### *PHARMACY PRESCRIPTION PROGRAM*

Program description: In 2018, Broome County entered into a shared services agreement with Capitol Region BOCES to reduce the costs of the prescriptions for County employees. In 2022, Maine-Endwell School district will join that program.

Municipalities involved: Maine-Endwell School District

Estimated savings: \$300,000

## **APPENDIX A: LEGISLATURE & PUBLIC COMMENTS**

## **APPENDIX B: PANEL VOTES**

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# **APPENDIX C: EXISTING SHARED SERVICES**

*Please note: this list is limited to the services reported by the municipalities. These services may be performed by contract or verbal agreement.*

## **Assessments**

The Towns of Nanticoke and Lisle participate in a coordinated assessment program and share the services of an assessor.

The Towns of Deposit, Sanford, and Windsor all use the same assessor.

The Towns of Dickinson, Fenton, and Triangle all use the same assessor.

The Towns of Union and Conklin use the same assessor.

The Village of Port Dickinson and the Town of Dickinson use the same assessor.

The Village of Whitney Point and the Town of Triangle share an assessor.

## **Bridges**

Colesville and the Town of Windsor have signed an agreement to share the net costs of replacing the Ouaquaga Bridge which crosses over the Susquehanna River and connects Colesville and Windsor.

## **Code Enforcement**

The Town of Nanticoke's Code Enforcement Officer has provided backup service in the Town of Barker.

The Towns of Sanford and Binghamton both use the same Code Enforcement Officer.

The Village of Johnson City and the Town of Union share code enforcement.

## **Courts**

Town of Maine has authorized its two town justices to service as justices in the Town of Nanticoke from time to time to substitute for the Town of Nanticoke justice when he is unable to serve. A similar arrangement is in place between the Towns of Lisle and Triangle.

Village of Port Dickinson terminated its village court and transferred the functions to the Town of Dickinson.

The Village of Whitney Point shares a traffic court with the Town of Triangle.

## **Dog Control**

The Town of Dickinson and Chenango share the services of a Dog Control Officer under a cooperation agreement, and this officer further acts as backup in the Town of Barker when needed.

Town of Conklin and the Town of Binghamton provide dog control backup for each other.

The Town of Conklin and Town of Vestal share dog control services.

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The Village of Whitney Point and Town of Fenton share dog control services.

The Town of Dickinson and the Town of Fenton share the services of a Dog Control Officer.

City of Binghamton, Town of Barker, Town of Chenango, Town of Conklin, Town of Dickinson, Town of Fenton, Town of Kirkwood, Town of Triangle, Town of Union, Town of Windsor contract with the Broome County Dog Shelter.

### **Electricity**

Municipal Electric & Gas Alliance (“MEGA”) is a not-for-profit local development corporation whose purpose is to assist its customers in “getting the benefits of reduced energy costs through the power of aggregated buying...” Among the participants are The County of Broome, City of Binghamton, the Towns of Maine, Colesville, Chenango, Dickinson, Union, and Vestal, and the Village of Deposit, the Binghamton City School District, Harpursville Central School District, Maine-Endwell School District, Susquehanna Valley School District, Union-Endicott School District, and the Binghamton-Johnson City Joint Sewage Treatment Plant.

Broome County accepts responsibility for the lights on the Bevier St. Bridge.

The Village of Johnson City and City of Binghamton participate in a Master Electrical License Reciprocal.

Village of Endicott Light Department works with the Town of Union on bulb replacement.

### **Emergency Medical Services**

Eastern Broome Emergency Services was recently financed as a shared service between the Towns of Deposit and Sanford and Villages of Deposit and Windsor. ESBS is staffed by paid and volunteer crews.

The Town of Afton shares ambulance service with the Towns of Colesville and Sanford.

The Village and Town of Marathon shares ambulance service with the Towns of Lapeer, Freetown, Virgil, and with a portion of the Town of Lisle.

The Town and Village of Windsor are covered by ambulance service.

The Maine Emergency Squad, Inc. furnishes ambulance service to both Towns of Maine and Nanticoke.

### **Engineers**

The Village of Endicott shares engineering advising.

### **Facilities**

Town of Binghamton and Susquehanna Valley School District have an agreement where SV uses a gas pump in exchange for facility use by the Town.

Susquehanna Valley School District and Conklin share athletic fields and gymnasium space.

The Village of Port Dickinson allows the Chenango Valley School District to use the Village Athletic Fields.

The Port Dickinson Community Park has been the home field of the Chenango Valley Boys Baseball Team and the Girls Soccer Team for more than ten years. This has required the sharing of mowing and field maintenance services between the Village DPW and the School District’s Department of Buildings and Grounds.



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The Town of Kirkwood and the Count share hydro-seeding services at reduced cost.

The Town of Windsor allows the Village of Windsor to use the Highway Department garage when needed.

The NYS DEC is building a boat launch in the Village of Windsor using the combined resources and materials between the State and the Village, and contracting the Village for maintenance.

Broome County Library shares meeting rooms with many Broome County, SUNY Binghamton, and SUNY Broome agencies; along with housing Literacy Volunteers of Broome and Tioga Counties.

Broome County Library shares HOOPLA eBook audio, movies, and music with 8 other libraries in Broome County.

Village of Endicott Library and Village of Johnson City Library are funded by a tax to all Town of Union residents.

The Town of Sanford Library is funded by an inter-municipal agreement.

### **Fire Inspections**

Each school district is required by law to have fire inspections of its schools carried out by duly licensed building code inspectors. The Town of Kirkwood has a qualified employee who can do these inspections, and Kirkwood furnishes these services at no charge to the Susquehanna Valley School District. If this service is not provided by the local municipality, it would default to the county.

### **Fire Protection**

The Village of Deposit Fire Department furnishes fire protection within the Town of Sanford, the Town of Deposit, and the Township of Scott, Pennsylvania.

Union Center Fire Company, whose headquarter are in the Town of Union, furnishes fire protection within a portion of the Town of Maine.

Glen Aubrey Fire Company, Inc., whose headquarters are in the Town of Nanticoke, furnishes fire protection within a portion of the Town of Maine.

Village of Port Dickinson Fire Department furnishes fire protection to a portion of the Town of Dickinson.

The Village of Whitney Point provides fire protection for portions of the Towns of Barker and Triangle.

The Town of Barker has contracts with volunteer fire departments of Chenango Forks, Castle Creek, and Triangle for fire and emergency services.

East Maine Fire Company, Inc., whose headquarters is in the Town of Maine, furnishes fire protection at the Broome County Landfill within the Towns of Nanticoke, Barker, and portions of the Town of Union.

Village of Windsor leases a building to the Windsor Fire Company, Inc., a 501© (3) not-for-profit corporation serving the Village, and portions of the Town of Windsor.

The Village of Lisle and the Town of Lisle share a village fire-hall.

Under various mutual aid arrangements, fire companies with headquarters in one town frequently provide fire protection within another town and are not paid for this protection, other than to receive assistance in return from the aided towns' fire companies when required.

### **Highway/Street Work**

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Broome County provides the towns and villages with aid regarding rail repairs/replacements, road/street signs, road stripping, tree removal, and tractor trailer use at request of the municipalities. Currently road stripping in particular is used by the City of Binghamton and the Towns of Binghamton, Chenango, Dickinson, Fenton, Vestal, and Union.

Street work and snow removal are the topics of agreements between the Town of Triangle and the Village of Whitney Point. The Town provides personal and equipment to do the snow plowing in the Village, and the Town also does some street work in the Village.

The Town of Kirkwood provides water to the County at no charge for street sweeping.

### **Information Technology Services**

Broome County provides IT services for:

The Town of Windsor,

City of Binghamton,

Town of Chenango,

Endicott Fire Department,

Village of Endicott Police Department,

Village of Port Dickinson Police Department,

Village of Johnson City Police Department,

Joint Binghamton-Johnson City Seward Board Website Hosting Services,

CCSI Project-Br Co & Promise Zone Website Development & Maintenance Project,

The Susquehanna Regional Emergency Medical Services Council, Inc.

### **Insurance**

The New York Municipal Insurance Reciprocal is a non-profit, licensed insurance company which enables participating municipalities to address loss exposures unique to local governments, receive risk assessments, participate in a risk management program, and obtain customized training. The subscribers in Broome County include the Towns of Dickinson, Sanford, Maine, Barker, Chenango, Fenton, Vestal, and Windsor; and the Village of Port Dickinson.

### **Joint Meetings**

The Association of Towns and Villages in Broome County meets monthly and shares ideas for cost savings and shared services.

The Upstate Towns Association meets monthly; shares ideas of cost savings.

The Towns of Barker, Lisle, Nanticoke, and Triangle; and the Villages of Whitney Point and Lisle; and the Whitney Point School District hold quarterly meetings to discuss further ways to cooperate and reduce costs.

The Court Clerks and Town Clerks have an association that meets monthly, and shares ideas for cost savings and shared services.

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The Association of Highway Superintendents throughout the County meets monthly, and shares ideas for cost savings and shared services.

### **Landfill/Garbage Removal**

When Broome County expanded the Broome County Landfill to include property in the Towns of Maine, Nanticoke, and Barker; the Towns jointly hired one attorney and one engineering firm to advise them as they successfully negotiated a host community benefit agreement between the three towns and Broome County.

The Village of Endicott exchanges several homes with the Town of Union to avoid one street boundary concerns.

### **Parks**

The Town of Windsor and the Village of Windsor have entered an agreement for the Town to do some work in the Village Park.

The Village of Endicott provides pool testing training.

The Village of Endicott shares mulch.

### **Planning**

The Broome County Department of Planning has shared service agreements with the Towns of Maine, Binghamton, and Sanford providing comprehensive plan updates; and the City of Binghamton providing GIS services.

### **Police Dispatch**

The Village of Port Dickinson, Town of Vestal, Village of Johnson City, Village of Endicott, Village of Deposit, and the City of Binghamton have each transferred their police dispatch functions to the County.

### **Police Protection**

Maine leased a portion of its Town Hall to Broome County for use as a Sheriff's Department substation.

The Town of Triangle provides a portion of its Town Hall to the State Troopers as a substation.

Southern Tier Cyber Predator Force- several municipalities.

Special Investigations Task Force – Johnson City, Binghamton, Endicott, Broome County

### **Printing**

Town of Fenton uses the Broome County Print Shop to print the Town newsletter.

### **Purchasing**

All the municipalities frequently take advantage of purchasing items pursuant to County or State bid, to secure a better price through volume purchasing.

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## **Recreation Programs**

The Towns of Kirkwood and Conklin have an agreement to provide joint summer recreation activities. The Towns of Sanford and Deposit, and the Village of Deposit have a joint recreation facility.

## **Recycling**

The Town of Sanford, Town of Deposit, and the Village of Deposit entered an agreement between themselves and Broome County whereby they provide an employee to manage and retain the recycling drop-off point in Deposit.

## **Sewage Treatment**

The City of Binghamton and Village of Johnson City created the Binghamton-Johnson City Joint Sewage Treatment Board to operate the sewage treatment plant. Sewage is treated from the City of Binghamton, Village of Johnson City, Towns of Kirkwood, Vestal, Dickinson, Fenton, and the Village of Port Dickinson. The Village of Endicott sewage treatment plant treats sewage from the Village of Endicott, Town of Union, and Town of Vestal.

The Town of Sanford has contracted with the Village of Deposit to operate the Town's sewer plant, so that only one set of operators' licenses and training is required.

## **Snow Removal**

The Towns of Maine, Nanticoke, and Kirkwood each entered into agreements with Broome County to do snow plowing on various County highways.

Town of Maine and Town of Union have an agreement under which the Maine Highway Department performs plowing, sanding, and snow and ice removal on a portion of Cornell Hollow Road in the Town of Union; and the Union Highway Department performs plowing, sanding, and snow and ice removal on a portion of Boswell Hill Road in the Town of Maine.

The Towns of Kirkwood and Windsor have a similar agreement for cross-plowing of roads.

Susquehanna Valley School District and Conklin have traded lawn mowing equipment for snow plowing. Chenango Forks School District, Chenango Valley School District, SUNY Broome, Town of Port Dickinson, and Broome County have an agreement whereby Broome County stores salt and loads trucks for snow removal.

Broome County Highway department utilizes seven NYSDOT sites as well as Town of Binghamton and Colesville for salt and/or salt-sand mix.

Village of Windsor, Town of Windsor, and Windsor School District assist one another in various snow removal tasks.

Broome County, Village of Endicott, and Town of Union have agreement where the County helps with snow removal.

The Village of Lisle and the Town of Lisle share snow-removal services when needed.

The Town of Dickinson provides snow and ice removal and control for County sidewalks along Glenwood Road and Prospect Street.

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### **State Office Building, Edwin L. Crawford County Office Building and Binghamton City Hall**

These Three Buildings, owned by different units of government, were all constructed on a shared foundation under a tripartite agreement between the State of New York, County of Broome, and City of Binghamton.

### **Surplus Equipment**

The County of Broome annually conducts an auction in which municipalities can dispose of surplus equipment and retain the net proceeds.

### **SWAT**

Town of Vestal, Binghamton Police, and Johnson City Police are all under the same SWAT Team. The Village of Endicott and Broome County Sheriff's Office share a SWAT Team.

### **Tax Collection**

Broome County has entered agreements with the following municipalities to collect property taxes: Binghamton City, Binghamton Town, Chenango, Conklin, Dickinson, Fenton, Kirkwood, Nanticoke, Union, Windsor. City. Broome County has entered agreements with the following school districts to collect school taxes: Binghamton, Binghamton-Sunrise Terrace, Chenango Forks, Chenango Valley, Deposit, Harpursville, Johnson City, Maine-Endwell, Susquehanna Valley, Union-Endicott, Whitney Point.

### **Town and Village Halls**

The Town of Triangle rents space within the Town of Triangle Town Hall to the Village of Whitney Point. The Village of Windsor mows the lawns at the Town of Windsor Town Hall and the Highway Department.

### **Water**

A joint water supply has been created by an agreement between Town of Kirkwood and Town of Conklin. Kirkwood has a water supply in the Town, whereas Conklin did not have an adequate supply of water. Under the agreement, Conklin runs water lines across the Susquehanna River, Kirkwood sells water to Conklin, and Conklin avoids the expense of developing its own wells.

Residents of the Town of Dickinson are able to obtain water by virtue of agreements in place between the Town of Dickinson and the Town of Chenango, the Town of Dickinson and the Village of Johnson City, and the Town of Dickinson and the City of Binghamton.

The Village of Whitney Point owns a water system and sells water to residents of the Towns of Lisle and Triangle, and the Village of Lisle.

The Village of Port Dickinson allows the Town of Fenton to utilize the Village of Port Dickinson sewer lines to send effluent to the joint sewage treatment plant.

The Port Dickinson Public Works//Water/Sewer Departments have a Mutual Assistance Agreement with the Town of Fenton Water Department for Operations in Confined Space, allowing both municipalities to

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adhere to the minimum staffing requirements of OSHA without having to hire additional personal or contractors.

The Village of Windsor provides water to the Town of Windsor at no cost.

The Village of Windsor provides water repair support and potable water system support to the Windsor School District.

The Town of Union and Village of Endicott are in a water district together.

The Village of Endicott has a new water line to Vestal under Restore NY grants.

The Town of Dickinson has an internuncial agreement for town participation in Broome-Tioga MS4 coalition.

The Village of Johnson City and City of Binghamton participate in a Master Plumbing License Reciprocal.

Town of Dickinson has an agreement to install a new water line on SUNY Broome campus and has previously installed grinder pumps.

### **Workers Compensation**

The following are participants in the Broome County Workers' Compensation Self-Insured Plan:

Broome County	Chenango Bridge Stations 1 and 2
SUNY Broome	Chenango Fire
Broome County Soil & Water Conservation	Conklin Stations 1,2, and 3
Town of Barker	Harpursville Stations 1 and 2
Town of Binghamton	Ouaquaga Fire
Town of Chenango	Sanitaria Springs Fire
Town of Colesville	West Colesville Fire
Town of Conklin	Killawog Fire
Town of Lisle	Lisle Fire
Town of Maine	East Maine Fire
Town of Nanticoke	Maine Fire Co.
Town of Sanford	Glen Aubrey Fire
Town of Triangle	Nanticoke Fire
Town of Windsor	Triangle Fire
Village of Lisle	West Windsor Fire
Village of Port Dickinson	Port Dickinson Fire
Village of Whitney Point	Whitney Point Fire
Chenango Forks Fire	Chenango Ambulance
Town of Binghamton Stations 1, 2, and 3	Maine Ambulance
Castle Creek Fire	