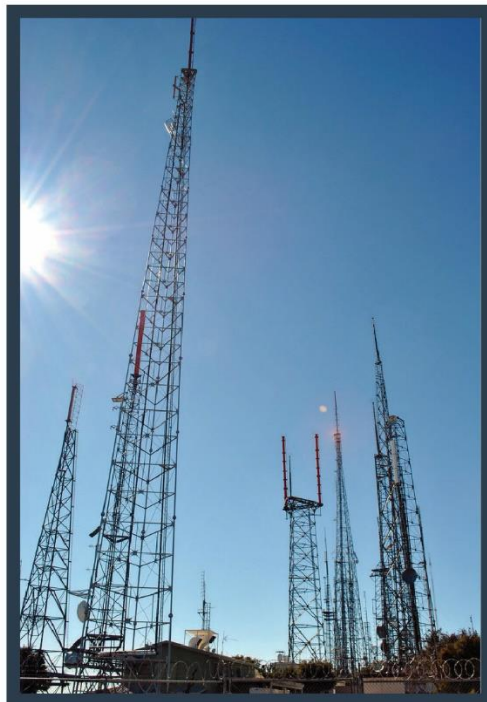




BROOME COUNTY

2020 SHARED SERVICES



DRAFT SUBMITTED 12.18.2019

EXECUTIVE SUMMARY

Working Together to Build a Better Broome

Launched by Governor Andrew Cuomo 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.

For decades, municipalities throughout the county have been actively sharing services in a variety of ways to increase efficiencies and save taxpayers money. With such significant work already taking place, the development of new programs requires leadership and creativity. It also may require additional capacity within municipalities to launch and monitor any new program.

Broome County's Shared Services Panel continues to work collaboratively on this opportunity to enhance the shared services already existing and access additional funds for municipalities.

Thank you to all our panel members for your input and work on the Shared Services Initiative. Broome County looks forward to continuing to work with our municipalities, school districts, departments, and partners to lower the tax burden on our residents.

- 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
John Bertoni, 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
Ryan Reynolds, Village of Whitney Point
Carolyn Price, Town of Windsor
Ron Harting, Village of Windsor

SUCCESSFUL 2018 SHARED SERVICES

SHARED CASEWORKERS

Program description: Caseworkers work as a Family Liaisons based inside the elementary schools within the school district and perform intake and case management for preventive and protective cases. They also provide in-home support regarding poor attendance, family crises, and environmental instability. Binghamton schools launched this program early in 2017 with great success and continues to grow their partnership with DSS. In 2018, Whitney Point and Maine-Endwell hired their first DSS caseworkers; given the timeline, they were only able to access half a school year of matching funds. Overall, however, the program has provided great benefits to the schools and DSS.

Municipalities involved: Broome County, Whitney Point Central Schools, Maine-Endwell Schools

Verified savings: \$9,776.89

PRESCRIPTION CONSORTIUM

Program description: In partnership with Capitol Region BOCES, Broome County joined Keenan Pharmacy Purchasing Coalition in early 2018. With powerful negotiating strength and a more efficient structure, KPPC allows members to take advantage of volume discount pricing and generous manufacturer rebates. With 8 months in implementation in 2018, Broome County saved over \$3 million.

Municipalities involved: Broome County, Capitol Region BOCES

Verified savings: \$3,130,576

2020 SERVICES

EQUIPMENT SHARING CLEARINGHOUSE

Program description: Launching in January of 2020, Broome County will act as a clearinghouse by hosting an online inventory of available equipment from participating municipalities. Municipal users will be trained in the use of the County-held software to request and fulfill equipment sharing. This intermunicipal agreement tracks the sharing of equipment between municipalities and provides a simple process for finding available equipment. The Office of Emergency Services will also be able to better monitor and find equipment during emergencies. Due to the volatility of emergency situations and the variety of factors involved in the cost savings, the savings from this project are not estimated.

Municipalities involved: Broome County, Binghamton Town, Chenango, Colesville, Dickinson, Deposit, Endicott, Fenton, Kirkwood, Nanticoke, Port Dickinson, Triangle, Union, Vestal, Windsor Town, Windsor Village

Estimated savings: Unknown

PUBLIC SAFETY RADIO TOWERS

Program description: As part of a long-term strategy to upgrade the public safety communications throughout the region, Broome County has worked out agreements with local municipalities to build radio towers at a rate more affordable as a shared service than individual projects.

Municipalities involved: Broome County, Lisle Town, Maine, Windsor Town

Estimated savings: \$1,898,900

SAVE OUR STUDENTS SCHOOL BUS STOP-ARM CAMERA SAFETY INITIATIVE

Program description: New legislation in 2019 allows local governments to operate school bus photo monitoring systems and impose liability on vehicle owners who violate traffic laws regarding school bus safety. Broome County will act as the central local government, allowing school districts to contract more simply with one municipality. This shared service through Broome County also provides savings in vendor procurement, personnel, and data monitoring. Due to the early preparatory stage of this project and the variety of factors involved in the cost savings, the savings from this project are not yet estimated.

Municipalities involved: Broome County, [ALL school districts]

Estimated savings: Unknown

COURT SECURITY PROGRAM

Program description: Currently, a significant number of local municipal courts do not have police or security on site during trials. Broome County Security can offer municipalities an officer at a per hour rate, a significant savings to hiring their own security personnel or contracting with a private agency.

Municipalities involved: Broome County, Windsor Town

Estimated savings: \$35,530

VILLAGE COURT DISSOLUTION

Program description: The Village of Deposit voted in October to dissolve their village court. Village leadership determined they would need to raise taxes by over 15% on their just over 700 taxable properties. To ensure they did not have to do that, they determined the limited cases seen by the village court could move to the Town of Sanford court.

Municipalities involved: Deposit

Estimated savings: \$32,000

VILLAGE POLICE DEPARTMENT DISSOLUTION

Program description: The Village of Deposit voted in October to dissolve their police department. Village leadership determined they would need to raise taxes by over 15% on their just over 700 taxable properties. To ensure they did not have to do that, they voted to dissolve the village police department and work with the Broome County Sheriff to ensure their residents receive public safety services.

Municipalities involved: Deposit

Estimated savings: \$118,000

MUNICIPAL SHARED ASSESSOR

Town of Binghamton's assessor retired this year. To save funds in hiring a new assessor, Town of Binghamton is joining the current shared assessor agreement between Conklin and Union. This agreement will save all three municipalities taxpayer dollars.

Municipalities involved: Binghamton Town, Conklin, Union

Estimated savings: \$12,000

APPENDIX A:

LEGISLATURE & PUBLIC COMMENTS

The County Executive held 3 public hearings in community locations throughout the County. No community members attended or submitted comments regarding the plan.

The Broome County Legislature received and reviewed the first draft of the plan. The response from Chairman Daniel J Reynolds is attached below.



Office of the Broome County Legislature _____

Daniel J. Reynolds, MPA®, RHU®
Chairman, & 5th District Legislator
Email: daniel.j.reynolds@broomecounty.us

November 27, 2019

Honorable Jason Garnar
Broome County Executive
P.O. Box 1766
Binghamton, NY 13902

Dear County Executive Garnar:

Thank you for your efforts and the efforts of the entire County Shared Services Panel for your work on the 2020 Broome County Shared Services Plan.

Collaboration between the County and our constituent municipalities is very important in order to save taxpayers money and more effectively provide services to our residents. It's a goal that everyone can stand behind.

Our past success in achieving significant efficiencies has been recognized by New York State and the Panel should be proud of the work they've done.

The 2020 Shared Services Plan was shared with all Legislators and ample time was provided to allow for feedback.

At this time, the Legislature does not have any further comments on the Plan.

Thanks again for your work on this important issue.

Sincerely,

A handwritten signature in blue ink, appearing to read "D.J. Reynolds".

DANIEL J. REYNOLDS, MPA, RHU
Chairman & 5th District Legislator

cc: Broome County Legislators

Edwin L. Crawford County Office Building
Government Plaza / P.O. Box 1766 / Binghamton, New York 13902 / (607) 778-2131 / Fax (607) 778-8869

APPENDIX B:

PANEL VOTES

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 Union and the Village of Windsor use the same Code Enforcement Officer. That person has also provided backup service in the Village of Port Dickinson.

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

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.

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.

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

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.

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.

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.

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 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
Village of Port Dickinson
Village of Whitney Point
Chenango Forks Fire
Town of Binghamton Stations 1, 2, and 3
Castle Creek Fire

West Windsor Fire
Port Dickinson Fire
Whitney Point Fire
Chenango Ambulance
Maine Ambulance