

# REGULAR MEETING MINUTES OF THE VESTAL TOWN BOARD

## April 22, 2020

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The Regular Meeting of the Town Board of the Town of Vestal, County of Broome and the State of New York was held via GoToMeeting on the Town Website and Facebook page on April 22, 2020.

### **TOWN BOARD PRESENT:**

Supervisor John Schaffer  
Councilwoman Patty Fitzgerald  
Councilwoman Sue Messina  
Councilman John Fletcher  
Councilman Jason Ellis

**ALSO ATTENDING:** Town Engineer Vern Myers, Town Attorney David Berger, Town Comptroller Laura McKane, Director of Human Resources Nancy Olmstead and Tonya Pinney, Assistant to Town Supervisor & Town Attorney.

Supervisor Schaffer called the Regular Meeting to order at **6:01 PM**. Supervisor Shaffer began the meeting with this statement:

I, John Shaffer, Town Supervisor, has confirmed with counsel, that this meeting is being held in compliance with Executive Order 202.1, issued by Governor Andrew M Cuomo, on March 12, 2020, extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service. This meeting is being held remotely via GoToMeeting, virtual meeting software. The public has the ability to listen to this meeting live via the group meeting app, web browser and/or telephone. This meeting is being recorded. It will be transcribed at a later date.



### **RESOLUTIONS & MOTIONS**

#### **PUBLIC WORKS (ELLIS/Messina)**

**R067-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to authorize John Schaffer, Town Supervisor to sign easement for 2851 Vestal Parkway West for a sanitary sewer main access.

*Vern Myers, Town Engineer, stated that this was a surplus piece of property which the Town has an easement on for a sewer main access. The current owner is requesting a transfer of the easement to the new owner.*

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**R068-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to authorize John Schaffer, Town Supervisor, to sign yearly dues and new costs associated with NYS DEC Storm Water Agreement.

*Vern Myers, Town Engineer, stated that our annual \$1500 dues will have an additional contribution of \$2200 annually from 2020 to 2022 to match the grant received by the MS4 Coalition for Storm Water Asset Mapping Implementation. Councilwoman, Sue Messina asked if in 2023 the additional contribution of the \$2200 would continue. Myers stated that it would not, just the usual annual dues.*

**FINANCE (MESSINA /Fletcher)**

**R069-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to authorize John Schaffer, Town Supervisor to sign “Contract Renewal Overtime Patrol for Stop DWI” with Broome County.

*Laura McKane, Town Comptroller, stated that this item is a routine contract renewal.*

**R070-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to authorize John Schaffer, Town Supervisor, to sign the Water Service Agreement with Binghamton University effective January 1, 2019 to December 31, 2023.

*David Berger, Town Attorney, stated this was a continuation of the water agreement we have with the University.*

**R071-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to approve Nick Angeline, Deputy Comptroller, to make budget transfers dated December 31, 2019.

*Laura McKane, Town Comptroller, stated that these transfers were for year-end adjustments.*

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*Councilman Fletcher asked if this was the last of the end of the year cleanup and McKane stated that yes she believes so.*

**R072-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to renew Doug Bulman's agreement under the same terms effective April 1, 2020 to March 31, 2021.

*Laura McKane, Town Comptroller, stated this item is for a consulting service that Doug Bulman provides for the Town's self-insured Health Plan and Benefits.*

**PERSONNEL (FLETCHER/Fitzgerald)**

**R073-20** On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** to retroactively authorize John Butler, Police Chief, to promote Stace Kintner to Captain effective April 11, 2020 at the VPSA annual rate of \$108,366, Corey Shirley to Lieutenant effective April 11, 2020 at the VPSA annual rate of \$96,177 and Kyle Telfer to Sergeant effective April 11, 2020 at the VPSA annual rate of \$83,756.

*Nancy Olmstead, Director of Human Resources, stated this has been budgeted and was part of previous discussions.*

*Councilman Fletcher is in support of this even though it is an additional expense. Now is not the time to disrupt our Police department.*

*Councilwoman Messina agrees we need to move forward based on our previous extensive discussions. The Police department is vital at this time and fully supports this item.*

*Councilman Ellis stated that this will bring us back to where it was before and is necessary and is fully supporting this.*

*Councilwoman Fitzgerald agrees this is not the best time but it has been in the making for a couple of years now and the moves are a good thing for our Police department.*

*Town Supervisor John Schaffer stated that it is a necessary move. It changed 9 years ago and we need to go back to it.*

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**7.4 PLANNING & ZONING (FITZGERALD/Messina)**

**7.5 PUBLIC SAFETY (MESSINA/Fletcher)**

**7.6 ADMINISTRATION (ELLIS/Fletcher)**

**COMMITTEE CHAIR COMMENTS AND UPDATES**

**PUBLIC WORKS (ELLIS/Messina)**

**The following are projects that have been cancelled:**

Dump truck with plow and sanders for Highway  
Mini paver and trailer for Highway  
Pick-up truck with plows for Parks  
Harold Moore redoing of basketball courts  
Unmarked Police vehicle  
Filling any vacant positions

**PERSONNEL (FLETCHER/Fitzgerald)**

**Hiring of Summer Help:** *Nancy Olmstead, Director of Human Resources, requested to discuss with the Board the hiring of summer help which involves a couple different Departments. She wants everyone to be on the same page and is looking for direction on this.*

*Councilman Fletcher stated until we have a better understanding of how the Town is going to be impacted financially with the current situation, he feels the hiring should be put on hold at this time. If we have an opportunity to open things up, we could adjust accordingly but right now his position is to put a hold on any summer hiring.*

*Councilwoman Messina stated she concurs with Councilman Fletcher. We need to wait to see where we are going from here.*

*Councilman Ellis agrees that the town needs to hold off at this point.*

*Councilwoman Fitzgerald agrees with the other Board members. She thinks this would be the safest thing to do at this point.*

*Supervisor Schaffer agrees with fellow Councilmembers that we must err on the side of caution. All Department heads have been informed.*

*All Councilmembers are saddened by the unfortunate events that we are facing resulting in having to suspend summer employment and summer programs. Should our current situation change they are in agreement to revisit this decision.*

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**Summer Programs:** At this time all Town summer programs have been suspended until further notice.

**RECEIVE AND FILE**

Warrants: 11, 11A, 11C, 12, 12A, 12E, 13, 13E, 14, 14E, 15, 15E, 15C, 16, 16A, 16E

*Councilwoman Messina stated that these are routine expenses.*

**SUPERVISOR'S ANNOUNCEMENTS**

No outside burning of any kind is permitted in the Town of Vestal from March 16 – May 14, 2020.

**EXECUTIVE SESSION**

On a motion of Councilwoman Messina, seconded by Councilman Fletcher, the following was

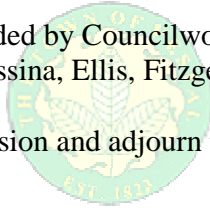
**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** the Board enter into Executive Session to discuss the following items:  
Contract Negotiations. The time was 6:34 PM.

On a motion of Councilman Fletcher, seconded by Councilwoman Messina, the following was

**ADOPTED** Ayes 5 Fletcher, Messina, Ellis, Fitzgerald, Schaffer  
Nays 0

**Resolved** the Board leave the Executive Session and adjourn the Board Meeting. The time was 7:26 PM.



Approved by \_\_\_\_\_  
**Debra Wallace, Town Clerk**