

# REGULAR MEETING AGENDA OF THE VESTAL TOWN BOARD

December 7, 2016

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*We kindly request that you turn off all cell phones.*

1. **PLEDGE OF ALLEGIANCE**

2. **APPROVAL OF MINUTES**

2.1 Motion approving the November 16, 2016 Minutes of the Regular Meeting of the Town Board.

3. **BID OPENINGS**

4. **PUBLIC HEARINGS**

5. **PRIVILEGE OF THE FLOOR**

6. **RESOLUTIONS & MOTIONS**

6.1 Motion to re-appoint **Thomas G. Smallcomb, Jr.** to the Zoning Board of Appeals effective January 1, 2017. This term is to expire December 31, 2021.

6.2 Motion to authorize the Supervisor to sign a renewal agreement with the **Vestal Veterinary Hospital** for Dog Shelter services in 2017.

6.3 Motion to authorize the hiring of **Jeffery Battaglini** as a Laborer (Parks Department) effective December 12, 2017 at the Operating Engineer 2016 rate of pay of \$14.43 per hour. A background check and pre-employment drug test have been successfully completed.

6.4 Motion to authorizing Comptroller Laura McKane to enter into a two year contract with **PERMA** to provide **workers' compensation insurance coverage**. In accordance with their proposal, the first year cost will be \$334,913 less a 2% discount if paid in full by January 1, 2017. The second year costs are fixed depending on the loss ratio in year 1.

6.5 Motion to adopt a resolution acknowledging that the firm of **Insero & Co. CPAs, LLP** has audited the books and records of the Town of Vestal Justice Courts for the calendar year of 2015.

7. **CONSENT AGENDA**

7.1 **PUBLIC WORKS: Fitzgerald/Majewski**

7.2 **FINANCE: Agneshwar/Fitzgerald**

7.2-1 **Receive and File**

- **Warrants:** 2016- 46, 2016-6E
- **Town Clerk Monthly Report:** November 2016 – Local Shares Remitted: \$3689.45
- **Comptrollers Monthly Report:** October 2016
- **Town of Vestal Justice Courts Financial Report:** December 31, 2015

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**7.2-2** Authorization to pay \$400 for the 2017 membership to the **Upstate New York Towns Association**.

## **7.3** **PERSONNEL: Messina/Majewski**

**7.3-1** Authorization to permit:

- **Vinnie Griggs** (non-union) to carry over into 2017 up to 37.5 hours in excess of the five days (37.5 hours) he can carry over pursuant to the Employee Handbook. This will result in a total carryover of up to 75 hours.
- **Nick Angeline** (non-union) to carry over into 2017 up to 37.5 hours in excess of the five days (37.5 hours) he can carryover pursuant to the Employee Handbook. This will result in a total carryover of up to 75 hours.
- **Tonya Pinney** (non-union) to carry over into 2017 up to 37.5 hours in excess of the five days (37.5 hours) she can carry over pursuant to the Employee Handbook. This will result in a total carryover of up to 75 hours.

## **7.4** **PLANNING & ZONING: Messina/Agneshwar**

## **7.5** **PUBLIC SAFETY: Fitzgerald/Messina**

**7.5-1** Authorization by the Board of Fire Commissioner's to accept:

- **Ethan Wilenski** to become a member of the Vestal Fire Department at Company No. 4.
- **Russell Kelly** to become a member of the Vestal Fire Department at Company No. 1.

**7.5-2** Authorization by the Board of Fire Commissioner's to accept the following Department for usage at the **Fred Singer Training Site** at a cost of \$100 per day:  
**Ulster Fire Company - December 4<sup>th</sup>**

**7.5-3** Approval to retire in place and **transfer ownership of a Town owned communications pole and equipment enclosure to the Kopernik Observatory**, after the emergency communication system is relocated to the Broome County radio tower. Transferring the pole and enclosure to the Kopernik Observatory will eliminate the expense to the Town of removing and disposing of these items.

## **7.6** **ADMINISTRATION: Majewski/Messina**

**7.6-1** Authorization to **hire staff for the Tax Office** for the period December 22, 2016 through April 17, 2017 as follows:

NAME	TITLE	HOURLY RATE	ANTICIPATED EMPLOYMENT DATES
<b>Debra Jennings</b>	Dep. Receiver/Taxes	\$10.50	12/22/16—4/17/17

It is anticipated she will work 2 days in December (to get bills ready to mail) and then as needed in 2017 through 4/17/17.

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**Nicole Jennings** Part Time Clerk \$ 9.06 12/23/16—12/31/16  
It is anticipated she will work 2 days in December 2016 (to get bills ready to mail).  
**Rachel Wallace** Part Time Clerk \$ 9.06 12/23/16—12/31/16  
It is anticipated she will work 2 days in December 2016 (to get bills ready to mail).  
**Sarah Wallace** Part Time Clerk \$ 9.06 12/23/16—12/31/16  
It is anticipated she will work 2 days in December 2016 (to get bills ready to mail).

**7.6-2** Approval for **IT Director Daniel Williams** to dispose of items as listed in his memo dated December 1, 2016 to a recycler who will properly recycle the materials. The listed items are no longer in service with the Town and have no value to the Town.

**7.6-3** Authorization for **MuniCode**, the provider of codification services to the Town, to electronically post the Vestal Town Code and to authorize the transfer of \$550.00 from line A1460-4000 (Contractual & Professional Services) to line A1620-4160 (Code Changes) to cover the cost for the first year.

## **7.7** RECEIVE AND FILE

- **Fire Advisory Board Meeting Minutes:** October 17, 2016
- **Hinman Howard & Kattell:** Communication concerning the placement of gateway signs in the Town of Vestal by Park Outdoor Advertising.
- **Vestal Fire Department:** General Membership Meeting Minutes - September 12, 2016

## **END OF CONSENT AGENDA**

### **8. COMMITTEE CHAIR COMMENTS AND UPDATES**

### **9. PETITIONS & PROTESTS**

### **10. SUPERVISOR'S ANNOUNCEMENTS**

- **Fireman Breakfast: Station 2** (Vestal Center) on December 11, 2016, 7:30 AM-11:30 AM.
- **Winter Parking** - The parking of vehicles is prohibited in all town and county streets and highways between the hours of 2:00 am to 6:00 am during the period December 1 through March 31. Violation of this parking ban may result in a fine of up to \$50.00.
- The Town Board has determined that Magnolia Park is no longer of use to the Town for park purposes. We will entertain bids for the sale of the Magnolia Park property subject to state approval.

### **11. OTHER NEW BUSINESS**

### **12. OLD BUSINESS**

### **13. ADJOURNMENT**