

# REGULAR MEETING AGENDA OF THE VESTAL TOWN BOARD

September 27, 2017

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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 **September 13, 2017 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 authorizing the Town Supervisor to sign **lease agreement between the Town of Vestal (as landlord) and the Vestal Public Library (as tenant)**. The lease agreement commences on September 1, 2017 and ends on August 31, 2022.

6.2 Motion to **amend the Employee Handbook** with all amendments made through September 27, 2017 and outlined in the email with attachment from Director of Human Resources, Nancy Olmstead dated September 21, 2017.

6.3 Motion to direct the Town Attorney to **advertise for bids on the Tanker 32-3 Project** on October 11, 2017 with the bid opening on November 14, 2017 at 2:00 PM in the Town Clerk's office.

6.4 Motion authorizing Parks Superintendent Jim Bukowski to hire **Michael Osinski** as a seasonal Laborer effective September 28, 2017 through November 30, 2017 at the rate of pay of \$9.70.

6.5 Motion authorizing Town Engineer Vern Myers to hire and sign a contract with **Barton & Loguidice** to perform a pool study. This is a capital project which was approved by the Board.

7. **CONSENT AGENDA**

7.1 **PUBLIC WORKS: Fitzgerald/Majewski**

7.1-1 Approval for the Town Attorney to draw the appropriate paperwork awarding the bid for Liquid Polymeric Phosphate to the low bidder, **Shannon Chemical Corporation** of Malvern, PA at \$7.47 per gallon.

7.1-2 Approval for the Town Attorney to advertise on October 11, 2017 for a Public Hearing on October 25, 2017 for **Barney & Dickenson Inc.** to obtain a Special Use Permit and Aquifer Permit to install a new fuel storage tank and dispenser at 520 Prentice Road. This will be an above ground tank which will replace an old tank located on an adjacent parcel of land.

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**7.1-3** Approval for the Town Attorney to advertise on October 11, 2017 for a Public Hearing on October 25, 2017 for **Vestal Auto Dealerships, LLC** to obtain a Special Use Permit to operate a vehicle service station at 1000 Vestal Parkway E.

**7.1-4** Approval for the Town Engineer to contract with **Gary Dyer Excavating & Tank Services, Inc.**, the most advantageous bidder, for the removal of existing fueling stations at the Water Department and the Highway Garage at a cost of \$21,650.00. Additional costs may be realized by the Town depending on unknown/unforeseen conditions such as the potential for contaminated soils to be encountered during excavation and removal of any of these tanks thus increasing the cost of the project.

The fuel tanks were purchased by the water district on water district land but are shared with other departments. Therefore the cost for the water district site (\$10,825) will be split 50/50 between the water fund and the general fund. The cost for the highway garage site (\$10,825) will be paid by that department.

The following budget transfer(s) are herewith authorized:

<b>From Line Item</b>	<b>To Line Item</b>	<b>Amount Requested</b>	<b>Explanation</b>
W9910.9002	W8310.4080	\$ 5,413.00	From health ins
A1990.4322	A1620.4080	\$ 5,413.00	From contingency
A5132.4111	A5132.4080	\$ 3,500.00	From heat
A5132.4110	A5132.4080	\$ 2,000.00	From electric
A1990.4322	A5132.4080	\$ 5,325.00	From contingency

**7.1-5** Authorization for Water & Wastewater Superintendent Scott Groats to appoint **Nicholas Bartholomew** to a vacant Laborer position at the Operating Engineer rate of \$14.72 effective October 2, 2017. Appointment is conditional on the successful completion of a background check and pre-employment drug test. This hire will be paid from budget line W8340-1020.

**7.1-6** Authorization for Water & Wastewater Superintendent Scott Groats to post the **Water/Wastewater Maintenance Crew Chief** position on October 2, 2017.

## **7.2** **FINANCE: Agneshwar/Fitzgerald**

### **7.2-1** Receive and File:

- **Warrant Reports** – 2017-37, 2017-37E, 2017-38, 2017-38E

**7.2-2** Authorization for the Business Office to submit payment of \$1075.00 to Town Attorney David Berger \$1075.00 for **August 2017 billable hours**.

**7.2-3** Approval for Town Supervisor to sign an agreement with **Lifetime Benefit Solutions** for a Dental Plan effective October 1, 2017 to September 30, 2019 to administer the Town's self-funded dental plan at a minimum monthly fee of \$225 in year one and \$300 in year 2.

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**7.3-4** Approval for Town Supervisor to sign an agreement with **MVP Health Plan, Inc.** for retiree health insurance from January 1, 2018 – December 31, 2018 at a monthly rate of \$398.10 for the Medicare Gold Anywhere PPO and \$424.60 for the USA Care PPO plan.

**7.3** **PERSONNEL: Fitzgerald/Agneshwar**

**7.4** **PLANNING & ZONING: Messina/Fitzgerald**

**7.5** **PUBLIC SAFETY: Majewski/Messina**

**7.5-1** Approval for the Fire Department to accept the **Athens Borough Fire Department** to use the Fred Singer Training Site on October 8, 2017 at a cost of \$100 per day.

**7.5-2** Authorization for budget transfers due to overage in projections and purchases that can be completed in 2017 that were budgeted in 2018 as per Fire Chief David Harrington's presentation to the Board on September 18, 2017:

From Line Item	To Line Item	Amount	Requested Explanation
F34104040	F34102255	\$11,000.00	To Cover the Sealing and Stripping of newly paved parking lots
F34104040	F34104060	\$15,700.00	To cover the cost of Stop the Bleed Kits for Apparatus, Ice Rescue Suits, Gas Meter Gas Meter Calibration Stations
F34104070	F34104060	\$ 2,600.00	To cover additional maintenance costs due to older equipment that needs repair.
F3410 8404	F34104210	\$10,700.00	To cover new video training subscription
F34104190	F34104615	\$ 620.00	To cover additional cost for 5" Hose
F34104190	F34102100	\$ 1,000.00	

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

**7.6-1** Authorization for Town Assessor Mark Minoia to appoint **Colleen Zube** as Deputy Assessor, CSEA grade 5 effective October 9, 2017. This is a title change for Ms. Zube and re-grading of the title *not* a change to Ms. Zube's grade or rate of pay.

**7.6-2** Authorization for Town Assessor Mark Minoia to appoint **Victoria Thierfelder** as a provisional Assessor's Aide, CSEA grade 3 at the rate of \$14.51 effective October 9, 2017. This appointment is conditioned on a successful background check and pre-employment drug test.

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7.7 **SCHOOL/LIBRARY LIAISON: Agneshwar/Majewski**

7.8 **RECEIVE AND FILE:**

- Fire Advisory Board Meeting Minutes – August 21, 2017

## **END OF CONSENT AGENDA**

8. **COMMITTEE CHAIR COMMENTS AND UPDATES**

9. **PETITIONS & PROTESTS**

10. **SUPERVISOR'S ANNOUNCEMENTS**

- **Fire Station 1's Firefighter 5K Challenge** is being held on Saturday, October 1, 2017 from 11 AM-2 PM on the Rail Trail.
- **Vestal Fire & Safety Expo 2017** is being held on Saturday, October 7<sup>th</sup>, 10:00 AM – 2:00 PM at in Vestal Lowes Parking Lot.

11. **OTHER NEW BUSINESS**

12. **OLD BUSINESS**

**Proposed 2018 Fire District Budget Adopted at Board Meeting on September 25, 2017 R190-17**

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

**ADOPTED** Ayes 5 Agneshwar, Fitzgerald, Majewski, Messina, Schaffer  
Nays 0

Resolved the Board adopt the **Proposed 2018 Vestal Fire District Budget** with total appropriations of \$1,311,137.

13. **ADJOURNMENT**