

REGULAR MEETING AGENDA OF THE VESTAL TOWN BOARD
January 7th, 2015

We kindly request that you turn off all cell phones and pagers.

1. PLEDGE OF ALLEGIANCE:

2. APPROVAL OF MINUTES:

2.1 Motion approving the December 17, 2014 **Minutes of the Regular Meeting of the Town Board.**

3. BID OPENINGS:

4. PUBLIC HEARINGS:

5. PRIVILEGE OF THE FLOOR – For Agenda Items Only:

6. RESOLUTIONS & MOTIONS:

6.1 Motion to adopt the **2015 Organizational Appointments, Authorizations and Calendar of Board Meetings** as follows:

A. Town Board Committees:

PUBLIC WORKS: (Utility, Highway, Water, Parks, Building Maintenance)	MAJEWSKI /Fitzgerald
PUBLIC SAFETY: (Fire, Police, Emergency Services, Courts)	MAJEWSKI/ Agneshwar
PERSONNEL:	FITZGERALD/Majewski
PLANNING & ZONING: (Code Department, Planning and Zoning, Engineering)	MESSINA/Fitzgerald
FINANCE:	AGNESHWAR/Messina
ADMINISTRATION: (Assessment, Tax Collector Clerk, Library, IT, Recreation, Historian, Museum)	MESSINA/ Agneshwar

B. Town Board Meeting Schedule

2015 WORK SESSIONS	2015 BOARD MEETINGS
Monday before the 1 st , 2 nd & 4 th Wednesdays of the month at 6:00 p.m. <i>unless otherwise indicated</i>	2 nd & 4 th Wednesdays of the month at 6:00 p.m. <i>unless otherwise indicated</i>
1/5/15	1/7/15 *1 st Wednesday
1/26/15	1/28/15
2/9/15	2/11/15
2/23/15	2/25/15
3/2/15	3/4/15
3/23/15	3/25/15
4/6/15	4/8/15
4/20/15	4/22/15
5/4/15	5/6/15 *1 st Wednesday due to holiday

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5/18/15	5/20/15 *3 rd Wednesday due to holiday
6/8/15	6/10/15
6/22/15	6/24/15
7/6/15	7/8/15
7/20/15	7/22/15
8/10/15	8/12/15
8/24/15	8/26/15
9/14/15	9/16/15 *3 rd Wednesday due to holiday
9/28/15	9/30/15 *5 th Wednesday due to holiday
10/5/15	
10/12/15	10/14/15
	10/20/15 FIRE BUDGET HEARING
10/26/15	10/28/15
11/2/15	11/4/14 *1 st Wednesday due to holiday TOWN BUDGET HEARING
11/16/15	11/18/14 *3 rd Wednesday due to holiday
12/7/15	12/9/15
12/14/15	12/16/15 *3 rd Wednesday due to holiday

C. Establish salary and wage rates for town employees as stated in the 2015 salary schedule

D. Approval of the form, manner and sufficiency of the Employee Surety Bond.

E. \$100 for clothing and boot allowance for:

- Water Superintendent – Scott Groats
- Parks Superintendent – Jim Bukowski
- Highway Superintendent – Brock Leonard
- Deputy Highway Superintendent – Rocco Turdo
- Town Engineer – Gary Campo
- Deputy Water Superintendent – Bill Peltz
- Code Officer – Mark Dedrick

F. Attendance to budgeted association meetings as follows:

Monthly:

- Broome County Association of Municipal Court Clerks
- Broome County Association of Towns and Villages
- Broome County Municipal Clerks Association
- Association of Assessors

Quarterly:

- Broome County Association of Receivers and Tax Collector's Building Officials
- NYS GFOA Board of Governors

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Annual:

NYS GFOA Annual Conference
PERMA Conference
NYS Town Clerks Association Annual Conference

Other Training:

NYS GFOA meetings and seminars

Education Seminars for Building and Code

Winter/Spring STBOA One Day Seminar
Northern Adirondack BOA
Finger Lakes BOA 4 days

Summer STBOA One Day Seminar
NY Firefighters Association

Fall ICC Conference
STBOA One Day Seminar
Fire Inspectors Seminar

Spring or Fall NYS Fire Academy Sprinkler Workshop

G. Under Section 77-b of General Municipal Law the board delegates department heads to authorize training within the limits of the department budget

H. Fire Marshall: Carle Truman
Deputy Fire Marshalls: Christopher S. Lupold and Brian Mather

I. Adopt Procurement Policy and list of authorized purchasers

J. Mileage Reimbursement for the use of a personal vehicle on Town Business will be based on the Federal Government guidelines

K. Designate Depositories for Town Funds:

M & T \$20,000,000
J.P. Morgan Chase \$20,000,000
Tioga State Bank \$5,000,000
First Niagara \$1,000,000

L. Designate the Delegate for Association of Town Meeting as John Schaffer with the alternative being Fran Majewski

M. Designate the official Town newspaper as the "Vestal Town Crier"

6.2 Motion to authorize the following Town employees and officials to attend the **New York State Association of Towns Annual Conference** in New York City February 15 through February 18, 2015:

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Town Attorney, David Berger	Human Resources Officer Nancy Olmstead
Councilperson, Suzanne Messina	Councilperson, Fran Majewski
Councilperson, Shoba Agneshwar	Planning Board Chair, Joyce Majewski
Town Justice, Joseph Meagher	ZBA Chair, Mark Johnson or ZBA member

6.3 Motion granting authorization for the Town Comptroller Laura McKane to **hire H. Vincent Griggs III as a provisional Sr. Account Clerk** to work in the Business Office effective December 29, 2014 on a part-time basis and effective January 26, 2015 on a full-time basis at a rate of \$13.95 per hour. Upon permanent appointment, Mr. Griggs's rate of pay will increase to \$16.40 per hour. This position is non-union. Such appointment is conditioned on satisfactory results of background check and pre-employment drug test.

6.4 Motion granting authorization for Code Officer Mark Dedrick to **hire Steven Cortright as a provisional Municipal Fire Code Inspector** to work in the Code Department effective January 12, 2015 on a full-time basis at the CSEA rate of \$16.40 per hour. Such appointment is conditioned on satisfactory results of the background check and pre-employment drug test.

6.5 Motion granting authorization for the Museum Director Ramona Kacyvenski to **hire Jacob McDaniel as a Clerk Part Time** to work an average of 8 hours per week in the Museum, effective immediately, at a rate of \$9.32 per hour. This position is non-union.

6.6. Motion authorizing the Business Office to pay \$400.00 for **2015 Membership Dues** to the **Upstate New York Towns Association**.

6.7 Motion for the Board of Fire Commissioners to authorize the Fire District Office to invoice the Town of Evans for \$311 in fuel costs with a letter of intent to **donate those costs to the Evans Center Fire Department** through the Town of Evans.

7. CONSENT AGENDA

7.1 PUBLIC WORKS: Majewski/Fitzgerald

7.2 FINANCE: Messina/ Majewski

7.2-1 Receive and File:

- **Warrant Reports** – 2014-51, 2014-51E, 2014-51L, 2014-52, 2014-52E, 2014-52EE, 2014-52P, and 2015-01
- **Town Clerk Monthly Report** – December 2014 – Local Share Remitted \$5,814.29
- **Town Clerk Annual Report 2014** – Local Shares Remitted \$69,369.14

7.2-2 Authorization to pay \$4,976.36 to **Greene, Hershdorfer & Sharpe** for **Hicks vs. Town of Vestal** litigation expenses.

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7.2-3 Approval to pay \$1650.00 for **2015 Membership Dues** to the **NYS Association of Towns**.

7.2-4 Approval to pay \$1625.00 to **Town Attorney David Berger** for December 2014 billable hours.

7.2-5 Authorization for Town Supervisor to sign a Contract Renewal with **Broome County for Office of Aging** lease of space for Vestal Senior Center for the term of January 1, 2015 – December 31, 2015.

7.2-6 Authorization for the Town Supervisor to sign Contract Renewal with **Broome County for the STOP DWI Overtime Patrol** for the term of January 1, 2015 – December 31, 2015, in the total amount of \$12,000.00.

7.3 **PERSONNEL: Fitzgerald/Majewski**

7.3-1 Authorization for the re-appointment of **Gerald Prudhomme** to the Library Board of Trustees effective January 1, 2015. This term is to expire December 31, 2019.

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

7.5 **PUBLIC SAFETY: Majewski/Messina**

7.5-1 Approval from the Board of Fire Commissioners to authorize **Assistant Fire Chief Douglas Rose and Assistant Fire Chief John Paffie** to sign vouchers for the 2015 fiscal year.

7.5-2 Authorization from the Board of Fire Commissioners approving the Town of **Vestal Fire District Length of Service Awards Program (LOSAP) Membership Certification** list as submitted January 5, 2015.

This list will be posted for 30 days from the date of approval from the Board of Fire Commissioners. During those 30 days, members who failed to achieve their points can only grieve their points based on 1) Line of Duty Injury, 2) Military Leave and 3) Error in Calculation. After the 30 days the LOSAP Committee and the Board of Directors will then approve the final listing and will return to you for final approval prior to sending to Penflex, Inc.

Each Commissioner will need to sign the Blue 2014 Sponsor Approval Form which will be attached to the Green Fire Department Service Certification Form. The original 2014 Data Package will also be available in the Fire District Office to be viewed only.

7.5-3 Authorization for Police Chief John Butler to accept a donation from **BAE** in the amount of **\$4,000.00** to pay for the summer **Vestal High School Youth**

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Academy run by members of the Vestal Police Department. A thank you letter from the Town Board will be sent to BAE for their generous donation.

ADMINISTRATION: Fitzgerald/Messina

7.6-1 Authorization for Museum Director Ramona Kacyvenski to submit a **grant application to the Chenango Arts Council for \$5,000** for the Vestal Museum Summer Bluegrass Series.

7.7 **RECEIVE AND FILE:**

END OF CONSENT AGENDA

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

9. **PETITIONS & PROTESTS:**

10. **ADDITIONAL PUBLIC COMMENTS:**

11. **SUPERVISOR'S ANNOUNCEMENTS:**

- **Winter Parking Reminder** – Parking of vehicles is prohibited on all Town and County roads in Vestal between the hours of 2:00 AM TO 6:00 AM from December 1st through March 31st.

12. **OTHER NEW BUSINESS:**

13. **OLD BUSINESS:**

14. **ADJOURNMENT:**

