

VESTAL TOWN BOARD WORK SESSION

AGENDA

MONDAY, APRIL 8, 2013

WORK SESSION:

6:00 PM Jennifer Stuckert – Interactive Health Services

6:30 PM Gary Campo/Scott Groats to discuss Joint Treatment Plant Regulations

6:45 PM Brock and Andy (Highway Dept) to Discuss Equipment needs

UPCOMING PUBLIC HEARINGS:

UPCOMING BIDS:

COMMITTEES:

7.1 PUBLIC WORKS –

1. Authorize the Town Attorney to advertise on April 17th, 2013 for **bids on all Highway Materials** to be opened **April 25th** at 2:00 pm in the Town Clerk's Office.

2. **EAGLE SCOUT PROJECT** - Drain markers –

Request for Josh Lagerwall a Vestal resident and member of Boy Scout Troop to begin the Eagle Scout drain marker project on May 11th in cooperation with Gary Campo, Town Engineer.

This project will take place throughout Vestal neighborhoods by 5 teams of 5 adults and youth beginning at 8 am and ending at 1 pm.

Request to waive the \$50 shelter usage fee. Arnold Park shelter #3 has been reserved as a meeting place for volunteers to pick up their supplies. Volunteers will return to the shelter at 1 pm to return unused supplies and a lunch will be provided.

3. Request to go to bid and for the advertisement on April 17th, 2013 of the following water and wastewater line replacement projects with openings on May 2nd, 2013 starting at 2:00 pm.

Water Line replacement:

- 1) Vestal Parkway East
- 2) George Street
- 3) Katherine Lane
- 4) Lewis St.

Wastewater Line Replacement

- 1) Cortland Drive

4. As per communication from Town Engineer Gary Campo, we found 1 more home that is deemed unsafe to enter. Again this we will be demolished without the benefit of an asbestos survey.

1716 Pearl Street, Colleen Anderson

Arrange for Town Board authorization to consider this building unsafe and to order the Engineering Dept to arrange for its demolition.

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5. **FEMA demolitions-** Arrange for Town Board authorization to advertise May 1 with bid opening on May 20 at 2:00 PM for the FEMA home demolitions.

NYS DOL has given the Town a waiver on the notification fees required for asbestos related project. The fees depend on the amount of asbestos in the building, but the high limit is a \$4,000 savings on each home, (the actual savings will be determined once the studies are done).

7.2 **FINANCE** –

1. **Warrants** - 2013 –13, 13E, 14, 14E

2. Request from Comptroller, Laura McKane to revise the scrap material security and sales policy as stated in memo dated 3/26/13.

3. Request to authorize Laura McKane, the Town Comptroller to sign agreements to renew the contracts with Excellus for stop loss protection at a cost of \$98 per contact per month, a 6% increase, effective 4/1/2012 - 3/1/2014 and the contract for the PPO H plan effective 5/1/2013 - 4/30/2014. The PPO H plan administrative fee is increasing by 5% to \$58.07 per contract per month and additional fees are also added for fees added under the Affordable Care Act. The required letter of credit also increases from \$210,900 to \$233,900.

4. Discuss Budget transfer to pay Ruth Lewis, an additional \$1012.46 owed for grant work she has preformed

5. Discussion of closing and/or altering parks improvement capital projects.
Recommended actions are as follows:

2008 Parks Improvements (H0908.27100) - close the project and apply unexpended funds of approximately \$46,691 to the payment of the balance of outstanding note in the amount of \$70,000.

2004 Parks Improvements (H0504.7100) - close the project and apply the unexpended funds of approximately \$49,945 to the remaining balance of the \$70,000 note related to the 2008 Parks Improvement Project and to cover any unfunded bills related to the Coal House project (currently about \$12,370). Any remaining funds would be reserved for the payment of debt.

2007 Parks Improvements Project (H0207.27100) - this project was funded in part by a transfer of \$50,000 from the general fund. These funds can be returned to the general fund and any remaining balance (approximately \$63,000) can either be used for parks improvements such as the pavilion at Arnold Park, or reserved for the payment of debt. Based on a review of the bond resolution, I don't believe the funds can be used for improvements to the parks shop.

7.3 **PERSONNEL** –

1. Highway - Out of class pay from February 13th to the 28th Matt Millard worked as a Mechanic I for 96 hours and as a MEO/Medium for 16 hours plus 33.5 hours overtime from Jan. 16th to Feb. 19th. He needs to be Paid the difference between MEO/Light and Mechanic I for 96 hours and MEO/Light and MEO/Medium for 33.5 hours overtime and 16 hours regular time.

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From Jan. 3rd to March 13th Ben Peck worked as a Mechanic I for 64 hours. Both Matt and Ben worked the mandatory 30 days prior to these hours. From February 25th to March 22nd Todd Ingersoll A mechanic I worked 223.45 hours out of class, plus 12.5 hours over time. He had previously worked the mandatory 30 days. Todd should be paid the difference between Mechanic I and Mechanic II rate for those hours.

7.4 PLANNING & ZONING –

1. Request from **Vestal Girls Softball** to hold a Doug's Fish Fry fundraiser on Thursday, May 23rd from 11-6 in the Vestal Library parking lot.

2. **Rezone request, 2100 Owego Road, BCTMP# 172.14-1-26.1** plus remaining CD portion of 172.14-1-27 (2016 Owego Road) – Draw Local Law – Advertise – 4/24/12 – Public Hearing on 5/8/13. Please advise if applicant is to attend Work Session.

The property is located just west of the Vestal Elks. The owner wishes to re-mortgage but he is having issues because the residential used home is located within a CD zoning.

In Oct 2010, Mr. Harrington was granted a similar rezoning on the adjacent parcel (172.14-1-27) because of the same bank issue. I have added a portion of this to the rezoning application to have a continuous zoning area of RA-2. A 60 foot lot sale was added to this parcel since the rezoning and it only makes sense to add the CD vacant lot to the zoning application. This has been reviewed with the applicant.

3. Special permit - Hertz Car Rental, 2520 Vestal Parkway East, BCTMP# 158.14-1-9 - Request to revise the present special permit granted on 1/23/2008 to Hertz Rental to have 8 rental cars on the property. They wish to revise to allow 16 vehicles on the site.

6 spaces in front of the building will be used for customers of Hertz that are stopping by to arrange the rentals. This area is supposed to be kept free of rental storage.

Please arrange for approval **OR** advise if the Board wishes to see the applicant on a Monday night.

7.5 PUBLIC SAFETY –

1. Board of Fire Commissioners to approve the following fire personnel to attend the following training:

Firefighter Kenneth Fortier to attend the NY Public Fire Safety Educator's Conference, May 3rd through May 5th at the NYS Fire Academy in Montour Falls. Cost for this conference is \$109.00 to come from line F3410 4030 plus mileage if a fire department vehicle is unavailable.

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2. Requesting approval from the Board of Fire Commissioners to approve the following:

1) To send Engine 32-1 to Endwell Station 1 Saturday, April 20th 17:30-23:30 with an engine crew of 6 to cover their District while their members attend their Annual Installation Banquet.

Each year Endwell Fire Department comes over and covers our department while our members attend our Annual Banquet and we do the same when it comes time for their Annual Banquet.

7.6 ADMINISTRATION –

1. Request from Dan Williams, IT Director to dispose of items listed on email from March 26, 2013, these items are no longer useful for the Town.

2. Approval to join the Southern Tier Volunteer Center, based at the United Way of Broome County, and declare a *National Volunteer Week* in the Town of Vestal for the week April 20-27, 2013.

3. The Vestal Museum has received a **2013 UCF Project Grant** for the *2013 Exhibit Series* from the *Broome County Arts Council* in the amount of \$1,000. Board acceptance is requested.

RECEIVE AND FILE:

NEW BUSINESS:

UNFINISHED BUSINESS:

1. Procurement Policy
2. Cold Storage Facility
3. Light District
4. Hazard Mitigation Plan
5. Highway Reorganization

SUPERVISOR'S ANNOUNCEMENTS:

A special election of the qualified voters of Vestal Fire District in the Town of Vestal, Broome County, New York, to be held on April 9, 2013, at the Town Hall, between the hours of 12:00 PM and 9:00 P.M., to vote by paper ballot upon the adoption or rejection of the bond resolution adopted regarding the purchase of a Heavy Rescue Fire-Fighting Vehicle for the Vestal Fire Department.

A MOTION WILL BE MADE TO ENTER INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF: Litigation