

Organizational Meeting of the Vestal Town Board January 3, 2018

The Regular Meeting of the Town Board of the Town of Vestal, County of Broome and the State of New York was held at the Town Hall, 605 Vestal Parkway West, Vestal, NY on January 3, 2018.

TOWN BOARD PRESENT:

Supervisor Schaffer
Councilman Majewski
Councilwoman Fitzgerald
Councilwoman Messina
Councilman Fletcher

ALSO ATTENDING: Town Attorney David Berger, Director of Human Resources Nancy Olmstead, Town Engineer Vernon Myers, Town Clerk Emil and 1 member of the general public.

APPROVAL OF MINUTES

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

ADOPTED Ayes 5 Majewski, Fitzgerald, Fletcher, Messina, Schaffer
 Nays 0

Resolved the Minutes of the Regular Meeting on December 20, 2017 are approved.

PRIVILEGE OF THE FLOOR

RESOLUTIONS & MOTIONS

R001-18 On a motion of Councilwoman Messina, seconded by Councilwoman Fitzgerald, the following resolution was

ADOPTED Ayes 5 Majewski, Fitzgerald, Fletcher, Messina, Schaffer
 Nays 0

Resolved to adopt the **2018 Organizational Appointments, Authorizations and Calendar of Town Board Meetings** as follows:

A. Town Board Committees:

PUBLIC WORKS:	FITZGERALD /Majewski
(Utility, Highway, Water, Parks, Building Maintenance)	
FINANCE:	MESSINA /Fletcher
PERSONNEL:	MAJEWSKI/Fitzgerald
PLANNING & ZONING:	FLETCHER/Fitzgerald
(Code Department, Planning and Zoning, Engineering)	

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PUBLIC SAFETY:	MESSINA/ Majewski
(Fire, Police, Emergency Services, Courts)	
ADMINISTRATION:	MAJEWSKI/Messina
(Assessment, Tax Collector Clerk, IT, Recreation, Historian, Museum)	
LIBRARY/SCHOOL LIASON:	FLETCHER/Majewski

B. Appointment of Town Attorney: David Berger (a two year appointment from January 1, 2018 – December 31, 2019)

C. Appointment of Comptroller/Director of Finance: Laura McKane (a two year appointment from January 1, 2018 – December 31, 2019)

D. Appointment of Town Engineer: Vernon Myers (a two year appointment from January 1, 2018 – December 31, 2019)

E. Town Board Meeting Schedule:

2018 WORK SESSIONS	2018 BOARD MEETINGS
Meetings at 6:00 p.m. <i>unless otherwise indicated</i>	Meetings at 6:00 p.m. <i>unless otherwise indicated</i>
	1/3/18 5:00 start – ORGANIZATIONAL MEETING
	1/8/18 5:00 start – LOSAP MEETING
1/22/18	1/24/18
2/12/18	2/14/18
2/26/18	2/28/18
3/12/18	3/14/18
3/26/18	3/28/18
4/9/18	4/11/18
4/23/18	4/25/18
5/7/18	5/9/18
5/21/18	5/23/18
6/11/18	6/13/18
6/25/18	6/27/18
7/9/18	7/11/18
7/23/18	7/25/18
8/6/18	8/8/18
8/20/18	8/22/18
9/10/18	9/12/18
9/24/18	9/26/18
10/1/18 @ 5:00pm	
10/8/18 @ 5:00pm	10/10/18

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10/15/18 @ 5:00pm	10/16/18 FIRE BUDGET HEARING
10/22/18 @ 5:00pm	10/24/18
10/29/18 @ 5:00pm	
11/5/18	11/7/18 TOWN BUDGET HEARING
11/13/18	11/14/18
12/3/18	12/5/18
12/17/18	12/19/18

TOV Holidays for 2018:

New Year's – TOV CLOSED 1/1/18 (Mon.)	
Good Friday – TOV CLOSED 3/30/18 (Fri.)	Veteran's Day – TOV CLOSED 11/12/18 (Mon.)
Memorial Day – TOV CLOSED 5/28/18 (Mon.)	Thanksgiving – TOV CLOSED 11/22/18 (Thurs.)
Independence Day – TOV CLOSED 7/4/18 (Wed.)	Day After Thanksgiving – TOV CLOSED 11/23/18 (Fri.)
Labor Day – TOV CLOSED 9/3/18 (Mon.)	Christmas – TOV CLOSED 12/25/18 (Tues.)

F. Establish salary and wage rates for town employees as stated in the 2018 salary schedule

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

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

Water Superintendent – Scott Groats
Parks Superintendent – Jim Bukowski
Highway Superintendent – Rocco Turdo
Deputy Highway Superintendent – Craig Hiller
Town Engineer – Vernon Myers
Deputy Water Superintendent – Todd Hunsinger
Code Officer – Lincoln Ellis

I. 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

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NYS GFOA Board of Governors

Annual:

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

Other Training:

NYS GFOA meetings and seminars
PERMA

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

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

K. Appointment of Fire Marshall: Carl Truman
Deputy Fire Marshall: Christopher S. Lupold

L. Authorization from the Board of Fire Commissioners for Assistant Fire Chief Douglas Rose and Assistant Fire Chief John Paffie to sign vouchers in the 2018 fiscal year.

M. Authorization from the Board of Fire Commissioners to send one piece of fire apparatus and personnel to parades in 2018 as follows:

<u>Parade</u>	<u>Location</u>	<u>Month</u>	<u>Station Apparatus</u>
St. Patrick's	Binghamton	March	Station 4
Memorial Day	Endicott	May	Station 1
Owego Strawberry Festival	Owego	June	Station 3
Veteran's Day	Endicott	November	Station 1
Johnson City Holiday	Johnson City	December	Station 4
Endicott Holiday	Endicott	December	Station 1

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N. Acknowledgement and acceptance by the Board of Fire Commissioners of the following station representatives to the LOSAP committee:

Station 1 - Eugene Wagner *Station 3 – Chris E. Lupold*
Station 2 – Vincent Colling *Station 4 – Richard Devine*
Station 2 – Robert Warner (Dept. at large member)

O. Acknowledgement and acceptance by the Board of Fire Commissioners of the 2018 Station Chiefs as elected by the members of the Fire Department on December 18, 2017:

Station 1 Chief: Douglas Rose
Station 2 Chief: William Stout
Station 3 Chief: Ronald Birdsall
Station 4 Chief: John Paffie

P. Adopt Procurement Policy and list of authorized purchasers

Q. Mileage Reimbursement for the use of a personal vehicle on Town Business will be based on the Federal Government guidelines. Meal reimbursement for travel on Town business will be based on Federal Government Guidelines.

R. Designate Depositories for Town Funds:

M & T	\$25,000,000
J. P. Morgan Chase	\$20,000,000
Tioga State Bank	\$15,000,000

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

T. Designate the official Town newspaper as the “Vestal Town Crier”

U. Appointment of Marriage Officer: Emil J. Bielecki

SUPERVISOR’S ANNOUNCEMENTS

- The Highway Department is picking-up Christmas trees from January 2, 2018 thru March 2, 2018. Trees should be left bare at the curbside --- no plastic bags, tinsel, ornaments or tree stands.
- Governor Cuomo issued an Executive Order which enabled the Town to accept early payments of the 2018 Town/County property taxes.

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OTHER NEW BUSINESS - EXECUTIVE SESSION

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

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

Resolved the Board enter into **Executive Session** to discuss the following:

- Personnel matter concerning a specific employee.
- Negotiations to purchase Jensen Road property for Fire Station 4. The time was 5:12 PM.

R002-18 On a motion of Councilwoman Messina, seconded by Councilwoman Fitzgerald, the following was

ADOPTED Ayes 5 Majewski, Fitzgerald, Fletcher, Messina, Schaffer
Nays 0

Resolved to allow Jared Fiacco (PBA) to carry over into 2018 five (5) vacation days in excess of the five vacation days he can carry over pursuant to the collective bargaining agreement. This will result in a total carryover of 10 days (80 hours).

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

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

Resolved the Board **leave the Executive Session and adjourn the meeting. The time was 5:43 PM.**

Approved by _____
Emil J. Bielecki, Town Clerk