

Organizational Meeting of the Vestal Town Board January 9, 2019

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 9, 2019.

TOWN BOARD PRESENT:

Supervisor John Schaffer
Councilman Fran Majewski
Councilwoman Patty Fitzgerald
Councilwoman Sue Messina
Councilman John Fletcher

ALSO ATTENDING: Town Attorney David Berger, Town Clerk Emil Bielecki, Deputy Town Clerk Kathie Young and 2 members of the general public.

APPROVAL OF MINUTES

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

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

Resolved the Minutes of the Regular Meeting on December 19, 2017 are approved.

PRIVILEGE OF THE FLOOR

A speaker, who is a frequent attendee at Board meetings, shared a humorous anecdote with the Board.

RESOLUTIONS & MOTIONS

Adopt the 2019 Organizational Agenda

R001-19 On a motion of Councilwoman Fitzgerald, seconded by Councilman Fletcher, the following resolution was

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

Resolved to adopt the **2019 Organizational Appointments, Authorizations and Calendar of Town Board Meetings** as follows:

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A. Town Board Committees:

PUBLIC WORKS: FITZGERALD /Fletcher
(Utility, Highway, Water, Parks, Building Maintenance)

FINANCE: MESSINA /Majewski
(Business Office, Payroll, Budgeting)

PERSONNEL: MAJEWSKI/Fitzgerald

PLANNING & ZONING: FLETCHER/Fitzgerald
(Code Department, Planning and Zoning, Engineering)

PUBLIC SAFETY: MESSINA/Fletcher
(Fire, Police, Emergency Services, Courts)

ADMINISTRATION: FITZGERALD/Messina
(Assessment, Tax Collector Clerk, IT, Recreation, Historian, Museum)

LIBRARY/SCHOOL LIASON: MAJEWSKI/Fletcher

B. Town Board Meeting Schedule

2019 WORK SESSIONS	2019 REGULAR BOARD MTGS.
Meetings at 6:00 p.m. <i>unless otherwise indicated</i>	Meetings at 6:00 p.m. <i>unless otherwise indicated</i>
1/7/19	1/9/19
1/21/19	1/23/19
2/11/19	2/13/19
2/25/19	2/27/19
3/11/19	3/13/19
3/25/19	3/27/19
4/8/19	4/10/19
4/22/19	4/24/19
5/6/19	5/8/19
5/20/19	5/22/19
6/10/19	6/12/19
6/24/19	6/26/19
7/8/19	7/10/19
7/22/19	7/24/19
8/12/19	8/14/19
8/26/19	8/28/19
9/9/19	9/11/19
9/23/19	9/25/19
10/7/19 @ 5:00pm	10/9/19
10/14/19 @ 5:00pm	10/15/19 FIRE BUDGET HEARING
10/21/19 @ 5:00pm	10/23/19
10/28/19 @ 5:00pm	
11/4/19	11/6/19 TOWN BUDGET HEARING
11/18/19	11/20/19
12/2/19	12/4/19
12/16/19	12/18/19

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TOV Holidays for 2019

New Year's – TOV CLOSED 1/1/19 (Tuesday)	
Good Friday – TOV CLOSED 4/19/19 (Friday)	Veteran's Day – TOV CLOSED 11/11/19 (Monday)
Memorial Day – TOV CLOSED 5/27/19 (Monday)	Thanksgiving – TOV CLOSED 11/28/19 (Thursday)
Independence Day – TOV CLOSED 7/4/19 (Thursday)	Day After Thanksgiving – TOV CLOSED 11/29/19 (Friday)
Labor Day – TOV CLOSED 9/2/19 (Monday)	Christmas – TOV CLOSED 12/25/19 (Wednesday)

C. Establish salary and wage rates for town employees as stated in the 2019 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 – Rocco Turdo
- Deputy Highway Superintendent – Craig Hiller
- Town Engineer – Vernon Myers
- Deputy Water Superintendent – Todd Hunsinger
- Code Officer – Lincoln Ellis

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

Annual:

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

Other Training:

- NYS GFOA meetings and seminars
- PERMA

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

I. Authorization from the Board of Fire Commissioners for Assistant Fire Chief Douglas Rose and Assistant Fire Chief John Paffie to sign vouchers in the 2019 fiscal year.

J. Authorization from the Board of Fire Commissioners to send one piece of fire apparatus and personnel to parades in 2019 as follows:

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

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

<i>Station 1 – Eugene Wagner</i>	<i>Station 3 – Chris E. Lupold</i>
<i>Station 2 – Vincent Colling</i>	<i>Station 4 – Richard Devine</i>
<i>Station 2 – Robert Warner (Department at-large member)</i>	

L. Acknowledgement and acceptance by the Board of Fire Commissioners of the 2019 Fire Chief and Station Chiefs as elected by the members of the Fire Department on December 17, 2018:

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*Fire Chief: David Harrington
Station 1 Chief: Douglas Rose
Station 2 Chief: William Stout
Station 3 Chief: Ronald Birdsall
Station 4 Chief: John Paffie*

M. Adopt Procurement Policy and list of authorized purchasers.

N. 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.

O. Designate Depositories for Town Funds:

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

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

Q. Designate the official Town newspaper as the *Vestal Town Crier* and *The Press & Sun Bulletin* as an alternate.

R. Appointment of Marriage Officer: Emil J. Bielecki

Permanent Storage Container for Triple Cities Windustrial Company

R002-19 On a motion of Councilman Majewski, seconded by Councilwoman Fitzgerald, the following was

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

Resolved to allow **Triple Cities Windustrial Co.** to place one storage container permanently on the property at 2300 Vestal Road. The storage container shall be subject to the applicable monthly fees.

CONSENT AGENDA

FINANCE (Messina/Majewski)

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Receive and File

- **Warrants:** 2018-51, 2018-51E, 2018-52, 2018-52E
- **Town Clerk Monthly Report:** December 2018 – Local Shares Remitted \$4,581.89

Billable Hours for Town Attorney

R003-19 Authorization to pay \$262.50 to **Town Attorney David Berger** for December 2018 billable hours.

PERSONNEL (Majewski/Fitzgerald)

Appointments to the Conservation Advisory Committee

R004-19 Authorization to make the following appointments:

- Re-appoint **Stephen Appel** and **Philip Grayson** to the Conservation Advisory Committee (CAC) as Members effective January 1, 2019 for terms to expire December 31, 2020.
- Appoint **Carl Lipo** to the Conservation Advisory Committee (CAC) as a Member effective January 1, 2019 for the term to expire December 31, 2020.

PUBLIC SAFETY (Messina/Fletcher)

Budget Transfer for Police Purchase of 2019 Dodge Charger

R005-19 Authorization for Police Chief John Butler to **transfer \$26,491.00** from budget line A3120-4389 (misc. grant) to budget line A3120-2230 (new vehicle) for the purchase of a 2019 Dodge Charger to be used as a traffic enforcement vehicle.

Approve LOSAP 2018 Membership Certification List

R006-19 Approval from the Board of Fire Commissioners of the **Vestal Fire District Length of Service Awards Program (LOSAP) 2018 Membership Certification List** as submitted on January 7, 2019.

ADMINISTRATION (Fitzgerald/Messina)

Dispose of IT Equipment

R007-19 Authorization for IT Director Dan Williams to dispose of desktops, laptops and printers as listed on the attachment of his memo to the Town Board dated January 3, 2019. These items have been replaced and are no longer in service and not needed for operations within the Town.

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Sell Old Dog Control Vehicle - 2009 Dodge Durango

R008-19 Authorization to **sell the old dog control vehicle** (2009 Dodge Durango, VIN #1D8HB38P19F712660) via Auctions International.

Approval to Hire Recreation Staff

R009-19 Authorization from Recreation Planner Sue Jastran to hire staff for the VYBO Program lifeguards for Family Swim and weight room staff as indicated in her memo to the Town Board dated December 27, 2018.

OTHER NEW BUSINESS

10 Storage Containers for American Freight

Councilman Majewski and Councilman Fletcher stated their opposition to this request. Councilman Majewski cited a loss of parking spaces and both noted that this business should instead consider expanding the store and add it to the tax roll.

Supervisor Schaffer, Councilwoman Messina and Councilwoman Fitzgerald noted that the containers will be removed as quickly as possible and that the monthly fees will adequately compensate the tax payers. Town Clerk Bielecki added that the management of this store has stated in the past that the need for the containers is for a seasonal sale and an expansion of the building is unnecessary and unrealistic.

R010-19 On a motion of Councilman Majewski, seconded by Councilman Fletcher, the following was

ADOPTED Ayes 3 Fitzgerald, Messina, Schaffer
Nays 2 Fletcher, Majewski

Resolved to authorize **American Freight** to place 10 storage containers on the property at 1000 Front Street to be removed by May 31, 2019.

RECEIVE AND FILE

- **Notice Regarding Assessor's Office Senior Exemption Outreach Program**
On Wednesday, February 27, 2019 from 10 a.m. to 1 p.m. and on Wednesday, March 13, 2019 from 10 a.m. to 1 p.m., a representative from the Vestal Assessor's Office will be at the Vestal Senior Citizens Center, 201 Main Street, Vestal, NY, for the purpose of assisting seniors with renewal of their Aged Exemption (Partial Tax Exemption for Real Property of Senior Citizens).

Pre-registration is required through either the Vestal Senior Citizens Center (607-754-9596) or the Vestal Assessor's Office (607-754-3314).

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• **Notice Regarding Aged Exemption (Partial Tax Exemption for Real Property of Senior Citizens RP-467) New for 2019:**

Beginning in 2019, the process to apply for and to renew the Aged Exemption (RP-467) is separate from the process to apply for or to renew the Enhanced STAR Exemption (RP-425), as follows:

Initial (first-time) Applicants for the Aged Exemption:

- ◆ Deadline: March 1, 2019 Application Forms: Aged Exemption form, Enhanced STAR Exemption form & IVP form
- ◆ Proof of Income: Both 2017 and 2018
- ◆ Where to submit: Assessor's Office, 516 Front Street, Vestal, NY (607-754-3314)

Renewal Applicants for Aged Exemption: Dead line: April 15, 2019

- ◆ Deadline: April 15, 2019
- ◆ Application Forms: Aged Renewal form, Enhanced STAR Exemption form & IVP Form
- ◆ Proof of Income: 2018
- ◆ Where to submit: Assessor Office, 516 Front Street, Vestal, NY (607-754-3314)

COMMITTEE CHAIR COMMENTS AND UPDATES

Councilman Majewski stated that he attended the Vestal School District Board Meeting yesterday where a number of people were upset about the alleged plan to eliminate the 8:1:1 Special Education Program at the Middle School. Several other Board members also commented on this topic.

SUPERVISOR'S ANNOUNCEMENTS

- The Highway Department is picking-up Christmas trees through March 1, 2019. Trees should be left bare at the curbside.

ADJOURNMENT

On a motion of Councilman Majewski, seconded by Councilman Fletcher, the meeting was adjourned at 6:16 PM. Carried unanimously.

Approved by _____
Emil J. Bielecki, Town Clerk