

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, JULY 25, 2016

Board Attendance: Majewski, Agneshwar, Fitzgerald and Messina Absent: Supervisor Schaffer

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Human Resource Officer Nancy Olmstead, Comptroller Laura McKane, Parks Superintendent Jim Bukowski, Parks Head Mechanic Kevin Hiller, Vestal Museum Director Cherese Wiesner-Rosales, Town Clerk Emil Bielecki and 2 people from the general public.

Deputy Supervisor Fran Majewski **convened the Work Session at 6:00 PM.**

6:00 PM - Parks Superintendent Jim Bukowski to discuss staffing.

Parks Superintendent Jim Bukowski presented an overview of the functions of the Parks Department and the current staffing levels. At the current staffing level of six full time employees, there are not adequate hours to perform the very basic maintenance. The department is further strained by the addition of maintaining over 60 FEMA flood buyout properties. With the recent retirement of Jim Bowen, the department is down 3 full time employees. Although he recognizes that fiscal constraints will probably not allow him to bring his department to an ideal staffing level, at minimum he is requesting that the Board approve the hiring of Len Sullivan in September and another full time employee in January. Hiring Len Sullivan will result in a cost savings because he will already be collecting the benefits from the Town as a retired police officer. In addition to the two new hires, Parks Superintendent Bukowski is also asking that Jim Bowen be brought back as a part time employee (for mowing) to bridge the hiring gap and assist in the training of the new employee. The addition of the new employees will allow the department to attend to general parks maintenance and ball field maintenance that have been somewhat neglected due to the shortage of staff. Ideally, the Board will also consider the hiring of 6 summer employees for next year so as keep up during peak season.

Councilwoman Agneshwar asked whether it would be feasible to contract out the mowing of the FEMA properties. Parks Superintended Bukowski and Town Engineer Myers both expressed reservations about going in that direction stating that past experience has shown that it would not likely save any money and would expose the Town to additional liability.

Several Board members asked about the feasibility of reducing the number of parks to save money. Parks Superintendent Bukowski noted that this has been a long standing topic of discussion. In his opinion, the proper approach would be through an update to the Parks Master Plan. The Town should consider developing two large parks (Ford tract and Castle Gardens) and close some of the underutilized neighborhood parks.

After a brief discussion, the Board agreed to hire Jim Bowen as a part time employee from August 1st through September 30th. He would work 24 hours per week at the same hourly rate as he was making at the time of his retirement. Human Resource Officer Nancy Olmstead stated that she would prepare the motion for the Board's vote at the next Regular Meeting on Wednesday, July 27th.

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski) – no items were brought for consideration.

7.2 FINANCE (AGNESHWAR/Fitzgerald)

1. Warrants: 2016-28, 2016-28E, 2016-29, 2016-29E, 2016-29L

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OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Deputy Comptroller Nick Angeline to make budget transfers for June 2016 as indicated in his memo to the Town Board dated 6/30/2016.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

3. Request from Town Historian Margaret Hadsell to accept a \$1,000.00 grant from the William G. Pomeroy Foundation to pay for Vestal Park Cemetery historical marker.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.3 PERSONNEL (MESSINA/Majewski)

1. Request from Police Chief John Butler to authorize the following:

- Authorize the Police Department to fill a vacancy by hiring Devin Mullins as a Police Officer, effective August 8, 2016. Per the collective bargaining agreement the rate of pay will be \$47,635. Such authorization is conditional on successfully completing the required psychological exam, physical exam and drug test.
- Authorization for the Police Department to fill a vacancy by hiring Ryan Gorman as a Police Officer, effective August 8, 2016. Per the collective bargaining agreement the rate of pay will be \$47,635. Such authorization is conditional on successfully completing the required psychological exam, physical exam and drug test.
- Authorization for the Police Department to fill a vacancy by hiring Joshua Carman as a Police Officer, effective August 8, 2016. Per the collective bargaining agreement the rate of pay will be \$47,635. Such authorization is conditional on successfully completing the required psychological exam, physical exam and drug test.
- Authorization for the Police Department to promote Police Sergeant Christopher Streno to the vacant position of Police Lieutenant effective August 15, 2016. Pursuant to the collective bargaining agreement his rate of pay will be \$86,481.
- Authorization for the Police Department to promote Police Officer Jeffrey Helms to the vacant position of Police Sergeant effective August 15, 2016. Pursuant to the collective bargaining agreement his rate of pay will be \$75,312.

By consensus of the Board, all of the items under Section 7.3-1 above will be voted on as one motion.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Park Superintendent Jim Bukowski for authorization to fill a recent vacancy by hiring P. Leonard Sullivan as a Park Technician effective September 6, 2016. Per the collective bargaining agreement, his rate of pay will be \$14.43/hour.

It was noted that the hourly pay is the starting rate for the position under the Collective Bargaining Agreement.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

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7.4 PLANNING & ZONING (MESSINA/Agneshwar)

1. Request from Vestal Park, LLC Project Manager John Nicolich for a variance to Chapter 24-726 subpart (f) paragraph 3b to exceed fifty dba for nighttime work to replace an existing sanitary sewer line in the main access drive between Five Guys and Ebishura during the hours of 12:00AM to 7:00AM due to the heavy traffic and pedestrian egress. The duration of the sewer main replacement and the asphalt replacement will be about 10 days.

Councilwoman Messina noted that she spoke with the Town Engineer and the Water and Sewer Superintendent and both support the granting of this variance.

Town Engineer Vern Myers stated that doing this work during the day would put more people at risk. Also, replacing the line at night is preferable because it is a lower flow period.

Town Attorney Dave Berger stated that this action should have a SEQR form filed by the applicant. Town Engineer Vern Myers stated that he would instruct the applicant to have the SEQR assessment form filed for review prior to the Board's consideration of this variance at the next Regular Meeting.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.5 PUBLIC SAFETY (FITZGERALD/Messina)

1. Request from Fire Chief David Harrington to advertise on August 10, 2016 for a Permissive Referendum to use funds from the Fire District Capital Reserve to fund the purchase of Tanker 32-2 not to exceed the amount of \$395,000 (\$373,681 plus additional funds to cover any change orders and financial cost related to the project.)

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Fire Chief David Harrington to award Tanker 32-2 bid, subject to permissive referendum approval, to J.P.B Fire Services, 4736 Onondaga Blvd., PMB #210, Syracuse, NY 13219 in the amount of \$373,681.00.

Councilwomen Fitzgerald and Agneshwar noted that this is a necessary replacement and the most responsible bid was also the lowest bid.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

7.6 ADMINISTRATION (MAJEWSKI/Messina)

1. Request from Vestal Museum Director Cherese Wiesner-Rosales to approve the Vestal Historical Society to be in charge of the donation jar at the Museum and add the money from the donations into their budget.

Town Attorney Berger noted that the Town cannot actively solicit donations for the Museum and this motion should simply state that we are authorizing the Vestal Historical Society to place a donation jar at the Museum with all donations going directly to the Vestal Historical Society.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

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2. Request Recreation Planner Sue Jastran to hire volleyball, basketball, lacrosse, and field hockey camp employees as indicated in her memo to the Town Board dated July 21, 2016.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

NEW BUSINESS

1. Deputy Supervisor Majewski asked the Board to accept a donation from Delta Engineers, Architects & Land Surveyors, PC in the amount of \$4,865.00 and to authorize Comptroller McKane to do a budget transfer in the amount of \$4,865.00 from line item A2705.2705 to line item A7140.3002. This was a donation from Delta Engineers to cover a portion of a fence installation at Dave Leonard Field for a dugout (Eagle Scout project).

Deputy Supervisor Majewski stated that a letter from the Board would be sent to Delta Engineer thanking them for their generous donation.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Town Engineer Vern Myers noted that he is seeing advertising signs for private businesses on the Coal House property and is concerned about it. Town Attorney Berger responded that to his knowledge, such advertising is not specifically prohibited but that he would review the terms of the lease agreement with M Squared. He also noted that the Town should be realizing some income from the advertising under the revenue sharing arrangement that is part of the lease.

3. Councilwoman Agneshwar stated that Highway Superintendent Rocco Turdo has requested permission to send a truck and an employee to the Town of Vestal (19th Annual Cruise in) National Night-Out on Tuesday, August 2nd at Target Plaza. She would inquire as to the details and have the information to the Board prior to Wednesday's Regular Meeting.

OK-This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

4. Councilwoman Agneshwar referenced communication from Code Director Mark Dedrick concerning various changes to the Code Book and asked how the Board will address this item. Deputy Supervisor Majewski stated this item will be discussed after the Board members get an opportunity to review the proposed changes.

UNFINISHED BUSINESS

1. Proposed Gas Card System for the Purchase of Fuel for Town Vehicles

Update on 07/25/16: Town Engineer Vern Myers stated that the draft Request for Proposal (RFP) is now being reviewed by Town Comptroller McKane and will soon be available for the Board's review.

SUPERVISOR ANNOUNCEMENTS:

The Vestal Museum Presents: "Vestal Goes to War" - An exhibit of the Vestal Historical Society's Military collection items from local families and the families of the Vestal Historical Society.

-Traveling exhibit "War and Disability" from The Museum of DisABILITY History July 6 - July 30.

Respectfully submitted,
Emil Bielecki, Town Clerk