

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, MAY 08, 2017

Board Attendance: Supervisor Schaffer; Board Members: Agneshwar, Messina, Fitzgerald, Majewski

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Human Resource Director Nancy Olmstead, Town Clerk Emil Bielecki and 3 people from the general public.

Supervisor Schaffer **convened the Work Session at 6:00 PM.**

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

1. Request from Rocco Turdo, Highway Superintendent to award highway material bids as listed in his memo dated May 3, 2017.

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

2. Request from Parks Superintendent Jim Bukowski to purchase an upgraded CAT Skid Steer287D at an additional cost of \$1,500,00 from the previously authorized price.

According to Supervisor Schaffer, the skid steer that we purchased is on back order. CAT has been having difficulty filling the order and has given us a loaner to use. Rather than waiting for the model of machine that we ordered, CAT is offering to sell us a higher level model for an additional \$1,500.00. This is an upgrade from the previously approved purchase at an additional cost of \$1,500.00.

Councilwoman Agneshwar asked if there is justification for the upgrade. Councilman Majewski and Supervisor Schaffer explained that the upgrade will get us a better machine with improved hydraulics and more lifting power for a fraction of the price that such an upgrade would normally cost. Supervisor Schaffer noted that the additional \$1,500.00 would come out of the contingency account.

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

7.2 FINANCE (AGNESHWAR/Fitzgerald)

1. Warrants: 2017-17, 2017-17B, 2017-17E, 2017-18, 2017-18E

OK – This item will be placed as a ‘Receive and File’ on the Agenda for the next Regular Meeting.

2. Request to pay Town Attorney David Berger \$575.00 for April 2017 billable hours.

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

3. Request from Police Chief John Butler to reimburse \$485.00 to Sgt. Ben Hettinger for a course in School Resource Officer training.

Councilwoman Agneshwar noted that she inquired about whether this course had anything to do with the SRO services provided to the school district. The answer is that it has nothing to do with the Vestal School system. Sgt. Hettinger took this course for his own personal knowledge. It is a law enforcement related educational course reimbursable under the Police Supervisors contract.

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

7.3 PERSONNEL (FITZGERALD/Agneshwar)

1. Discussion concerning Employee Handbook

Human Resource Director Nancy Olmstead stated that she is in the process of reviewing the Employee

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Handbook and has a few changes that she will be recommending to the Board. She asked the Board to review the Handbook and let her know of any additional changes they wish to consider.

2. Request from Recreational Planner Sue Jastran to hire pool directors, lifeguards, swim instructors, playground instructors and sports camp directors as noted in a memo to the Town Board dated May 4, 2017.

Councilwoman Fitzgerald noted that most of the people on the list are returnees and these positions and compensation rates are included in the 2017 budget.

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

7.4 PLANNING & ZONING (MESSINA/Fitzgerald) – no items were brought for consideration.

7.5 PUBLIC SAFETY (MAJEWSKI/Messina)

1. Request from Police Chief John Butler to transfer a 2014 Ford Police SUV (VIN# 1FM5K8AR5EGC38402) to the IT Department.

Councilman Majewski noted that this vehicle was getting costly for the Police Department to maintain.

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

7.6 ADMINISTRATION (MESSINA/Majewski)

1. Request from Vestal Library Director Carol Boyce to allow a group from the Vestal United Methodist Church to clean the grounds of the Vestal Library on June 11, 2017 from 9 AM to Noon.

Councilwoman Messina noted that this is part of a *day of helping in the neighborhood* initiative.

Town Attorney David Berger stated that approval should be contingent upon the signing of the Town’s waiver forms by all of the participating volunteers.

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

2. Request from Town Clerk Emil Bielecki to authorize John Schaffer, Town Supervisor to sign contracts for the maintenance of abandoned cemeteries and to transfer \$275 from the contingency account to line A8810-4060 (cemeteries) to cover the budget shortfall for the maintenance of the Vestal Center Cemetery.

Councilwoman Messina noted that the increased cost of maintaining the Vestal Center Cemetery is due to the difficulty of the job. This is a large cemetery located on hilly and uneven terrain and the numerous broken and damaged headstones increase the risk of damaging mowing equipment.

The contracts to be signed are as follows:

John Donlin

412 Delano Ave.	Rounds Cemetery	\$325.00
Vestal, NY 13850	Crumm Rd. Cemetery	\$425.00
	Vestal Rd. Cemetery	<u>\$325.00</u>

\$1,075.00

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Richard Chase

413 Torrance Ave.
Vestal, NY 13850

Jensen Rd. Cemetery	\$475.00
Vestal Center Cemetery	\$1,525.00
	\$2,000.00

UNFINISHED BUSINESS

1. Gateway Signs

Town Attorney David Berger distributed a rating criteria grid that could be used to evaluate the pending applications for gateway signs. After a brief discussion, the Board asked that two additional items be added to the grid: date of the submitted application; screen resolution of the LED display.

2. Magnolia Park sale

Town Attorney Berger noted that this discussion will concern the negotiation of a contract and should be done in Executive Session.

NEW BUSINESS

1. Supervisor Schaffer announced that we reached out to the internship program being offered through Binghamton University and did get some interest. We will be interviewing for an internship in the Code Department.
2. Councilwoman Fitzgerald stated that the organizers of the Jones Park bike race in June have reached out to the CAC and worked out an acceptable trail. Also, they have secured the presence of the Vestal Emergency Squad at the event. They are still looking at the feasibility of bringing in a food vendor. Supervisor Schaffer noted that the Fire Department has expressed an interest in providing some food service at the event and they should be contacted.
3. Councilwoman Agneshwar thanked Supervisor Schaffer for his hard work alongside our public works and public safety departments during the numerous emergency situations that arose as a result of the recent storm events.

EXECUTIVE SESSION

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

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

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

- Labor contract negotiations with PBA, VPSA, Operating Engineers and CSEA
- Personnel issue concerning an employee in the Code Department
- Contract for the possible sale of Magnolia Park
- Article 7 tax case
- Article 78 legal action re: Hayes Manor Student Housing

The time was 6:35 PM.

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

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

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 8:00 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk