

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, SEPTEMBER 23, 2019

Board Attendance: Supervisor Schaffer; Board Members: Messina, Fitzgerald, Majewski
Absent: Fletcher

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Director of Human Resources Nancy Olmstead, Town Comptroller Laura McKane, Fire Chief David Harrington, Assistant Fire Chiefs Rose, Paffie, Stout, Birdsall and Town Clerk Emil Bielecki.

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

6:00 PM - Fire District Presentation on Replacement of Engines

Assistant Fire Chief Doug Rose gave a *Powerpoint* presentation on the Fire Engine Replacement Project. The project committee consists of 2 officers from each fire station. The highlights of the presentation are as follows:

- The current 4 engines are 1998 vintage and are showing age related deterioration. The body and chassis manufacturers are no longer in business. Parts are increasingly difficult to find. The vehicles, at 21 years, are past their NFPA useful life.
- The specs for the new engines are not yet finalized but the new engines will be comparable to the current ones and will have a number of important upgrades.
- The new engines will cost approximately \$800,000 each and the cost has been factored in the 5 year capital plan. No additional tax increases will be required that have not been factored into the long range capital plan.
- The tentative plan is to hold the mandatory referendum on February 25, 2020.

Fire Chief David Harrington added that the replacement of these engines should come as no surprise to anyone who has been involved in the Fire Department long range planning process. It is a lot of money but it is a part of a carefully developed long range equipment replacement plan. The challenge for the Fire Commissions is to develop a strategy to effectively present this plan to the public.

Several Board members asked questions about the new engines and made suggestions on how to get this information out to the public. Chief Harrington noted that the Fire Department will be working closely with the Board of Fire Commissioners to disseminate the information to the public prior to the referendum. There was also some discussion about the resale value of the current engines.

At the conclusion of the discussion, the Board, by consensus, gave Fire Chief Harrington the approval to proceed with the Fire Engine Replacement Project.

UPCOMING PUBLIC HEARINGS

9/25/19 @ 6 PM - Local Law G, Rezoning 2500-2520 Vestal Parkway East

Town Comptroller's Update on the 2020 Fire District Budget

Comptroller Laura McKane stated that the Proposed 2020 Fire District Budget has to be adopted at the Board Meeting this Wednesday. With feedback from the Town Supervisor and some other adjustments, there were a number of reductions made to the operating Fire District Budget as presented at the last Work Session. The summary of the budget after the adjustments is as follows:

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2020 FIRE DISTRICT - PROPOSED BUDGET

	2019 Taxes Raised	2019 Rates @ Full Value	2019 Adopted Budget	2020 Proposed Appropriations	Non-RPT Rev. Excluding Approp FB	Appropriated Fund Balance & Reserves	Real Property Taxes to be Raised	2020 Projected Tax Rates	% Change 2019Final Tax Rate to 2020 Intial	Increase per \$1,000 of Assessment
Fire Gen. Fund	\$1,413,064		\$1,423,514	\$1,547,837	\$26,000		\$1,521,837			
Less Foam Dist	\$17,000		\$17,000	\$24,000			\$24,000			
Fire District Wide	\$1,396,064	\$0.7350	\$1,406,514	\$1,523,837	\$26,000	\$0	\$1,497,837	\$0.7850	6.80%	\$0.0500
% Change in Spending										
8.7%										
% Increase in Spending (without Foam District)										
8.3%										
% Increase in Levy without Foam District										
7.3%										

Tax Increase Home with a \$100,000 AV \$5.00

Assessed Value 2019 for 2020 Levy = \$1,909,591,310
 Using only \$1,908,000,000 in the calculation in anticipation of revisions

The Proposed 2020 Vestal Fire District Budget, with total appropriations, including the foam district, will be \$1,547,837.

Fire Chief Harrington noted that although we are making cuts in the operating budget, we are not reducing the amounts going into the reserve funds. This is very important because it keeps our long range plan intact. If we are to keep our operating budget increases to 2% each year, it is very important that we establish and fund the building capital reserve fund.

Town Comptroller's Update on the 2020 Town Budget (Review Level)

Town Comptroller Laura McKane stated that the 2020 Tentative Town Budget has to be filed with the Town Clerk by September 30th. A summary of the review level budget is as follows:

TOWN OF VESTAL - TAX RATE WORKSHEET 2020 REVIEW 3 BUDGET

FUND	2019 Taxes Raised	2019 Rates @ Full Value	2019 Adopted Budget	2020 Initial Appropriations	Non-RPT Rev. Excluding Approp FB	Appropriated Fund Balance & Reserves	Real Property Taxes to be Raised	2020 Projected Tax Rates	% Change 2019Final Tax Rate to 2020 Intial	Increase per \$1,000 of Assessment
General Fund	\$5,520,870	\$2.9641	\$12,630,624	\$12,780,496	\$6,775,408	\$221,828	\$5,783,260	\$3.0927	4.34%	\$0.1285
Highway Fund	\$2,800,089	\$1.5038	\$6,177,532	\$5,935,429	\$3,110,975	\$27,365	\$2,797,089	\$1.4958	-0.53%	-\$0.0080
TOTALS	\$8,320,959	\$4.4679	\$18,808,156	\$18,715,925	\$9,886,383	\$249,193	\$8,580,349	\$4.5884	2.70%	\$0.1205

% Increase in Spending -0.5% Down because fewer projects were funded in this projection	% Change in Levy 3.1%
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Tax Change for Home with \$100,000 AV \$12.05
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Assessed Value 2019 for 2020 Levy = \$1,872,020,564
 Using only \$1,870,000,000 in the calculation in anticipation of revisions

At this stage of the review process, the budget would result in a 2.7% increase in the tax rate and a 3.1% increase in the tax levy. The review-level budget is over the State mandated tax levy cap by about \$120,000 (excluding the special districts). There is much more work to be done.

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COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Fletcher)

1. Request from Town Engineer Vern Myers to award the bid for the Burn Building Repair to William H. Lane Inc. at the base bid amount of \$54,380.00.

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 Engineer Vern Myers to authorize a Resolution adopting the 2019 Broome County Hazard Mitigation Plan Update.

Town Engineer Vern Myers noted that adopting this plan will make us eligible to receive FEMA funds.

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

7.2 FINANCE (MESSINA /Majewski)

1. Warrants: 2019-37, 2019-37C, 2019-37E, 2019-38, 2019-38E

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

2. Request to pay dues in the amount of \$1,650.00 for membership in to the NYS Association of Towns for 2020.

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

3. Request to pay \$600.00 to Town Attorney David Berger for August 2019 billable hours.

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

4. Request from Deputy Comptroller Nick Angeline to approve budget transfers (dated 9/23/19) as attached to his memo to the Town Board dated September 19, 2019.

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

7.3 PERSONNEL (MAJEWSKI/Fitzgerald)

1. Request from Director of Human Resources Nancy Olmstead to authorize the Health Care Oversight Committee to schedule a Health Fair to be held on Wednesday, October 23 in the meeting room of the Vestal Public Library. This fair is to be for the benefit of Town of Vestal employees and their families for the purpose of maintaining and improving their quality of life and therefore their committed service to the residents of the town and for the benefit of Town of Vestal retirees to foster a community of valued service. Employees are encouraged to attend during their regular work hours. Hours for the Health Fair will be determined.

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

2. Request from Director of Human Resources Nancy Olmstead to authorize flu and pneumonia vaccines to be provided at the Health Fair. Eligible participants are Town employees, pre-Medicare eligible retirees with Town health insurance benefits and adult dependents who participate in the Town health insurance program. Charges for these vaccines will be paid from the health insurance fund. Also

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eligible will be Medicare eligible retirees who show a picture ID AND health insurance card. The Medicare health plan will be billed for these vaccines. The vaccines will be provided by Lourdes Occupational Health at a rate of \$25 per flu vaccine and \$112 per pneumonia vaccine.

Councilman Majewski asked what strain of the vaccine will be administered and whether we will be offering the super vaccine that is being administered to seniors by some health organizations. Human Resource Director Nancy Olmstead replied that we administer the vaccines that are being recommended by the Center for Disease Control (CDC) but that she is not aware of any super vaccine. She will check with Lourdes about this. Councilwoman Messina noted that she also has heard that a special vaccine is being offered to seniors (Senior Vaccine).

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

3. Request from Director of Human Resources Nancy Olmstead for Town Comptroller Laura McKane, to apply for a PERMA grant to be used for the Town's Employee and Retiree Health Fair.

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

4. Request for retroactive authorization for the Police Department to hire Dawn Vosburg as a Crossing Guard effective September 12, 2019 at the hourly rate of \$11.10.

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** (FLETCHER/Fitzgerald) – no items were brought for consideration.

7.5 **PUBLIC SAFETY** (MESSINA/Fletcher)

1. Request from Fire Chief David Harrington to approve Station 1's Firefighter 5K Challenge on November 3, 2019, from 11 am to 1 pm, on the Rail Trail. The requested coverage time is 9 am to 5 pm which includes personnel to set up before and clean up after the event.

Town Attorney David Berger noted that this event is not a work related activity and the fire fighters that participate in this event will not be covered by workers comp.

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 approve Matthew Howard as a member of the Vestal Fire Department at Company No. 4.

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

3. Request from Fire Chief David Harrington to approve the new Fred Singer Training Site License Agreement.

According the Fire Chief David Harrington, this agreement will be distributed to the area fire departments that use the facility.

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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4. Request authorization for Town Supervisor John Schaffer and Fire District Secretary Emil Bielecki to sign an Intermunicipal Agreement between the Town of Vestal Water District and the Vestal Fire District.

Town Attorney David Berger explained that the Fred Singer Burn Building is on land owned by the Water District (Town) which cannot own this facility. This agreement clarifies the terms of the relationship between the Town of Vestal and the Fire District as it pertains to the burn building.

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

7.6 ADMINISTRATION (FITZGERALD/Messina)

1. Request from Town Justices Joseph Meagher and Michael Sherwood for authorization to submit a grant application to the Justice Court Assistance Program for a maximum amount of \$30,000 for equipment including, but not limited to, a security system, office chairs and other supplies.

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

NEW BUSINESS

Fire Chief David Harrington stated that he is seeking permission to pre-order the new chief vehicles by a September 30th deadline because he is being told that the Tahoes that they want may no longer be available after that time. Supervisor Schaffer replied that he does not think that the Tahoe line is being discontinued or that there will be any gap in production but that he will work with the Fire Chief to clarify this issue. He also stated that the Fire Department should consider a leasing option for the new chief vehicles. For example, a unit of Enterprise Rent-A-Car leases such vehicles and they are delivered fully equipped with all the required lights and electronics.

EXECUTIVE SESSION

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

ADOPTED Ayes 4 Fitzgerald, Messina, Majewski, Schaffer
 Nays 0 Absent 1 Fletcher

Resolved the Board enter into Executive Session to discuss possible litigation regarding a resident falling on Town property. The time was 7:34 PM.

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

ADOPTED Ayes 4 Fitzgerald, Messina, Majewski, Schaffer
 Nays 0 Absent 1 Fletcher

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 7:42 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk