

**VESTAL TOWN BOARD WORK SESSION AGENDA**  
**MONDAY, DECEMBER 7, 2015**

**WORK SESSION**

**6:00** Library Board of Trustees President Cathy Schaeve: School District Public Library

**COMMITTEES**

**7.1 PUBLIC WORKS (MAJEWSKI/Fitzgerald)**

1. Discuss request from the Quality Inn to reduce sewer bill in the amount of \$4,494.73.

**7.2 FINANCE (AGNESHWAR/Messina)**

1. Warrants: 2015- 47, 2015-47E, 2015-47L, 2015-49, 2015-49E

2. Request to pay \$5.250.00 to Michael Heenan for depositions in the Hicks vs. TOV case.

3. Request to pay \$370.00 for the 2016 membership to the Greater Binghamton Chamber of Commerce.

4. Request from Deputy Town Comptroller Pam Fitzgerald to make Budget Transfers, effective 8/26/15 thru 11/18/15, as attached to her memo to the Town Board dated November 18, 2015.

5. Request to pay Town Attorney David Berger \$675.00 for November billable hours.

6. Discuss the 2016 Capital Projects Budget.

**7.3 PERSONNEL (FITZGERALD/Majewski)**

1. Request from Tax Receiver Debra Wallace to hire staff for the Tax Office, as per her attached chart, for the period December 22, 2015 through April 17, 2016.

2. Request from Comptroller Laura McKane to allow Sr. Account Clerk for Payroll Vinnie Griggs to carry over an additional 26.25 hours of vacation into 2016.

3. Request to approve the following Conservation Advisory Committee appointments:

- Re-appoint Curt Pueschel, Cynthia Westerman and Victor Lamoureux to the Conservation Advisory Committee effective January 1, 2016 for terms to expire on December 31, 2017.
- Appoint Adam Flint to the Conservation Advisory Committee and as the Town's representative on the Broome County Environmental Management Council effective January 1, 2016 for terms to expire on December 31, 2017.
- Appoint Philip Grayson to the Conservation Advisory Committee, effective December 14, 2015, to fill an unexpired term. This term is to expire December 31, 2016.

4. Request authorization to appoint Mary Joggerst to the Recreation Commission, effective January 1, 2016, for a term to expire December 1, 2022.

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**5. Request to approve the following Historic Preservation Commission appointments:**

- Appoint Paul Deeley to the Historic Preservation Commission, effective January 1, 2016, for a term to expire December 1, 2019.
- Appoint Brian Weisse to the Historic Preservation Commission, effective January 1, 2016, for a term to expire December 31, 2019.
- Re-appoint Margaret Hadsell to the Historic Preservation Commission, effective January 1, 2016, to a currently vacant position for a term to expire December 1, 2016.

**6. Request authorization to re-appoint Gordon Allen to the Library Board of Trustees, effective January 1, 2016, for a term to expire December 31, 2020.**

**7. Request to approve the following Zoning Board of Appeals appointments:**

- Re-appoint Paul Houle as a member of the Zoning Board of Appeals, effective January 1, 2016, for a term to expire on December 31, 2020.
- Re-appoint Eugene Burns as an alternative member of the Zoning Board of Appeals, effective January 1, 2016, for a term to expire December 31, 2020.

**7.4 PLANNING & ZONING (MESSINA/Fitzgerald)**

**1. Request from Scott Otey, Treasurer of the Iota Theta Lambda, a local chapter of the Alpha Phi Alpha Fraternity, to use the library parking lot on May 21, 2016 for a Chicken Barbeque fundraiser in support of scholarships to area high school students.**

**2. Request from William Safarik to hold the Greater Binghamton Marathon on September 18, 2016. The event will be staged on the same course as last year will be in compliance with the submitted Operation and Safety Plan.**

**3. Request from LEAH Guardians Homeschool Soccer Program to use the library parking lot on December 23, 2015 for a Doug's Fish Fry fundraising event.**

**4. Request authorization for the Town Attorney to publish a Notice of Public Hearing for proposed Local Law D of the Year 2015, a local law to rezone 4109 Vestal Road, Vestal NY, BCTM#159.09-1-17, from Transitional Office (TO) to Multiple Residence (RC). The notice is to be published on December 9, 2015 with the Public Hearing to be held on December 16, 2015.**

**7.5 PUBLIC SAFETY (MAJEWSKI/Agneshwar)**

**1. Request from Police Chief John Butler for permission to make the intersection of Main Street and Meeker Road into a four way stop. Two stop signs would be placed stopping traffic on Main Street in addition to the two signs already in place stopping traffic on Meeker Road.**

**2. Request authorization for Police Chief John Butler to fill a recently created vacancy by hiring Lucas Shaw, a transferring Police Officer, effective January 4, 2016, at the base rate of pay of \$68,527.00 pursuant to the PBA Collective Bargaining agreement.**

**7.6 ADMINISTRATION (MESSINA/Agneshwar)**

**1. Request for Town Supervisor Schaffer to sign a Travel Grant Application for Museum**

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Director Ramona Kacyvenski to attend a Museum Association of NY Conferences in 2016.

2. Discuss the 2016 schedule for Town Board meeting dates.

3. Request from Recreation Planner Sue Jastran to accept a \$1,000.00 donation from Saint Paul's Episcopal Church – Bernice Gould Memorial Fund. This grant is to be used for a new commercial grade hot water heater for the Vestal Memorial Pool.

**UNFINISHED BUSINESS**

**1. Wash Bay at the Highway Department** (in response to the EPA field audit)

The proposal is still under review and the Board is waiting for additional information from the Town Engineer about how other municipalities are handling this situation and about a revised cost estimate. **Update 11/16/15:** There is no change to the status of this item.

**2. Community Use of Municipal Facilities Policy**

The purpose of this proposed policy is to establish the rules and regulations governing the use of Town facilities by outside users. **Update 11/16/15:** Now that the work on the 2016 budget is almost complete, Supervisor Schaffer expects to take up this issue at the next Work Session.

**3. Gas Card System for the Purchase of Fuel for Town Vehicles**

As per the discussion with the representatives from the Mirabito Fuel Group, the Town will prepare the bid specifications for a contract to purchase fuel from an outside vendor through the use of a gas card system. **Update 11/16/15:** Supervisor Schaffer and Councilman Majewski stated that they will work with the Comptroller to prioritize this project.

**4. Sale of Town Property at 310 Rayelene Drive**

Request was made by James Warneck to purchase this parcel of Town owned property for \$500.00. **Update on 11/2/15:** Two additional property owners expressed an interest in acquiring this parcel. The Town Attorney will ask the interested parties to submit sealed bids to the Town Clerk.

A MOTION WILL BE MADE TO ENTER INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:

- Litigation and Personnel items (to be identified)

**ADJOURNMENT**