

VESTAL TOWN BOARD WORK SESSION AGENDA

MONDAY, AUGUST 7, 2017

WORK SESSION

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

1. Request from Town Engineer Vern Myers to adopt a resolution authorizing Supplemental Agreement No.1 for PIN 9754.00 Washington Drive Bridge over Fuller Hollow Creek. Right-of-Way Preliminary service added as supplemental, to original contract.

This is allocating money that was included in the funds of the contract to verify location of highway boundaries during preliminary design. In essence a line item in the original budget, no increase to project or Vestal share (which is still \$0). So far preliminary design \$123,000 is being fully reimbursed by federal/state funds. Normally we would end up with 25% of this cost or \$30,750!). Now that we have all money contractually for preliminary design, we can procure Engineering through the Locally Administered Project pre-approved list.

7.2 FINANCE (AGNESHWAR/Fitzgerald)

1. Warrants: 2017-29, 2017-29E, 2017-30, 2017-30E, 2017-31, 2017-31E

2. Request to pay Town Attorney David Berger \$800.00 for the July 2017 billable hours.

7.3 PERSONNEL (FITZGERALD/Agneshwar)

1. Request from Director of Human Resources Nancy Olmstead for the Town Board to approve the Tentative Agreement between the Town of Vestal and the Vestal Police Benevolent Association (PBA) reached on July 18, 2017 and to authorize the Town Supervisor to sign the resulting collective bargaining agreement.

2. Request from Human Resources Director Nancy Olmstead to discuss a proposal from the Museum Director to hire a part-time clerk to work on program development. There would be no increase in spending under the part-time clerk line but the hours would be split between 2 people.

3. Request from Code Enforcement Officer Lincoln Ellis to appoint Brian Christophersen as a full time Building and Code Inspector (provisional) effective August 28, 2017 at the CSEA rate of \$20.05 per hour. Such appointment is conditioned on a successful background check and pre-employment drug test.

7.4 PLANNING & ZONING (MESSINA/Fitzgerald)

1. Request from Code Director Lincoln Ellis to authorize Building & Code Inspector Steve Cortright to attend a 2 day training class at the NYS Fire Academy in Montour Falls, NY on September 6-7, 2017. The cost is \$41.00 for registration and meals. Steve will be commuting from home, so there are no accommodation expenses or use of a town vehicle.

2. Request from Town Attorney David Berger to discuss Telecommunications Law.

7.5 PUBLIC SAFETY (MAJEWSKI/Messina)

1. Request to sell via the September 2017 Broome-Tioga Auction the following retired Police Department vehicle which is no longer in service:
2005 Ford Taurus (VIN#1FAFP53U45A165901) with approximately 60,000 miles.

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2. Request from Kopernik Observatory & Science Center Director Andrew Deskur to hold the *Race to the Stars* 5k road race on September 16, 2017. The race will begin at the corner of West Hill Rd. and Glenwood Rd. and will end at the Kopernik Observatory on Underwood Road.

7.6 ADMINISTRATION (MESSINA/Majewski)

1. Request from Recreational Planner Sue Jastran to hire employees for various camps and organized activities as detailed in her memo to the Town Board dated July 31, 2017. All employee pay rates are budget items in the 2017 budget and the background checks have been completed.

2. Request from the Vestal Farmer's Market (Kuzawinski/Bloodnick) to have a plaque added to the existing sign on the grassy area between Rt. 434 and the Vestal Library parking lot. The sign would read: Farmer's Market Wed. & Sat. 9:00-1:00.

3. Request from Vestal Historic Preservation Commission member Margaret Hadsell to accept a grant from the William G Pomeroy Foundation in the amount of \$1,060.00 to cover the cost and delivery of a historical marker for the Willis Cemetery on Vestal Road.

UNFINISHED BUSINESS

1. **Employee Handbook Updates**

From Work Session on 7/17/17: Human Resources Director Nancy Olmstead distributed the proposed amendments to the Employee Handbook (proposed changes for 7/17/17) which largely reflected the changes that were discussed by the Board at a previous Work Session. She also noted that the IT Director is working on changes to the Computer Use Policy. At a later time, she will also ask the Board to discuss in Executive Session some changes in the health benefits for retirees. After these action items are completed and approved by the Board, a final vote can be taken to approve the entire package.

2. **Request to Hire Appraisal Consultant for 112 Clayton Ave. Tax Certiorari Case**

From Work Session on 7/17/17: Councilman Majewski stated that we should seek additional quotes for such work. Town Attorney Berger noted that Mr. Frommer was selected because we have used him in the past and found his work to be good and his prices to be reasonable. However, if the Board so chooses, he could seek additional quotes for this appraisal. After a brief discussion, the Board decided not to act on this item at this time and requested to Town Attorney to get several more quotes for this appraisal.

3. **Request from Town Justices to hire a Part-time Clerk**

From Work Session on 6/12/17: Supervisor Schaffer asked that this item be placed on hold so as to discuss the Town Court staffing issues in Executive Session.

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

- Planning Board applicant
- Negotiations for CSEA, Operating Engineers and VSPA
- School District Article 78
- Proposed EPA fine
- Library lease

ADJOURNMENT