

TOWN OF VESTAL
2019 Organizational Appointments and Authorizations

- A. Town Board Committees:**
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|---|----------------------|
| PUBLIC WORKS: (Utility, Highway, Water, Parks,
Building Maintenance) | FITZGERALD /Fletcher |
| FINANCE: | MESSINA /Majewski |
| PERSONNEL: | MAJEWSKI/Fitzgerald |
| PLANNING & ZONING: (Code Department,
Planning and Zoning, Engineering) | FLETCHER/Fitzgerald |
| PUBLIC SAFETY: (Fire, Police, Emergency
Services, Courts) | MESSINA/Fletcher |
| ADMINISTRATION: (Assessment, Tax Collector
Clerk, IT, Recreation, Historian, Museum) | FITZGERALD/Messina |
| LIBRARY/SCHOOL LIASON: | MAJEWSKI/Fletcher |

B. Town Board Meeting Schedule

2019 WORK SESSIONS	2019 BOARD MEETINGS
<i>Meetings at 6:00 p.m. unless otherwise indicated</i>	<i>Meetings at 6:00 p.m. unless otherwise indicated</i>
1/7/19	1/9/19
1/21/19	1/23/19
2/11/19	2/13/19
2/25/19	2/27/19
3/11/19	3/13/19
3/25/19	3/27/19
4/8/19	4/10/19
4/22/19	4/24/19
5/6/19	5/8/19
6/10/19	6/12/19
6/24/19	6/26/19
7/8/19	7/10/19
7/22/19	7/24/19
8/12/19	8/14/19
8/26/19	8/28/19
9/9/19	9/11/19
9/23/19	9/25/19
10/7/19 @ 5:00pm	10/9/19
10/14/19 @ 5:00pm	10/15/19 FIRE BUDGET HEARING
10/21/19 @ 5:00pm	10/23/19
10/28/19 @ 5:00pm	
11/4/19	11/6/19 TOWN BUDGET HEARING
11/18/19	11/20/19
12/2/19	12/4/19
12/16/19	12/18/19

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TOV Holidays for 2019:

New Year's – TOV CLOSED 1/1/19 (Tues)	
Good Friday – TOV CLOSED 4/19/19 (Fri)	Veteran's Day – TOV CLOSED 11/11/19 (Mon)
Memorial Day – TOV CLOSED 5/27/19 (Mon)	Thanksgiving – TOV CLOSED 11/28/19 (Thur)
Independence Day – TOV CLOSED 7/4/19 (Thurs)	Day After Thanksgiving – TOV CLOSED 11/29/19 (Fri)
Labor Day – TOV CLOSED 9/2/19 (Mon)	Christmas – TOV CLOSED 12/25/19 (Wed)

C. Establish salary and wage rates for town employees as stated in the 2019 salary schedule

D. Approval of the form, manner and sufficiency of the Employee Surety Bond

E. \$100 for clothing and boot allowance for:

- Water Superintendent – Scott Groats
- Parks Superintendent – Jim Bukowski
- Highway Superintendent – Rocco Turdo
- Deputy Highway Superintendent – Craig Hiller
- Town Engineer – Vernon Myers
- Deputy Water Superintendent – Todd Hunsinger
- Code Officer – Lincoln Ellis

F. Attendance to budgeted association meetings as follows:

Monthly:

- Broome County Association of Municipal Court Clerks
- Broome County Association of Towns and Villages
- Broome County Municipal Clerks Association
- Association of Assessors

Quarterly:

- Broome County Association of Receivers and Tax Collector's Building Officials
- NYS GFOA Board of Governors

Annual:

- NYS GFOA Annual Conference
- PERMA Conference
- NYS Town Clerks Association Annual Conference
- NYS PELRA Conference

Other Training:

- NYS GFOA meetings and seminars
- PERMA

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Education Seminars for Building and Code

- Winter/Spring STBOA One Day Seminar
 - Northern Adirondack BOA
 - Finger Lakes BOA 4 days
- Summer STBOA One Day Seminar
 - NY Firefighters Association
- Fall ICC Conference
 - STBOA One Day Seminar
 - Fire Inspectors Seminar
- Spring or Fall NYS Fire Academy Sprinkler Workshop

G. Under Section 77-b of General Municipal Law the board delegates department heads to authorize training within the limits of the department budget

H. Appointment of Fire Marshall: Carl Truman
 Deputy Fire Marshall: Christopher S. Lupold

I. Authorization from the Board of Fire Commissioners for Assistant Fire Chief Douglas Rose and Assistant Fire Chief John Paffie to sign vouchers in the 2019 fiscal year.

J. Authorization from the Board of Fire Commissioners to send one piece of fire apparatus and personnel to parades in 2019 as follows:

Parade	Location	Month	Station Apparatus
<i>St. Patrick's</i>	<i>Binghamton</i>	<i>March</i>	<i>Station 4</i>
<i>Memorial Day</i>	<i>Endicott</i>	<i>May</i>	<i>Station 1</i>
<i>Memorial Day</i>	<i>Binghamton</i>	<i>May</i>	<i>Station 4</i>
<i>Owego Strawberry Festival</i>	<i>Owego</i>	<i>June</i>	<i>Station 3</i>
<i>Veteran's Day</i>	<i>Endicott</i>	<i>November</i>	<i>Station 1</i>
<i>Veteran's Day</i>	<i>Binghamton</i>	<i>November</i>	<i>Station 4</i>
<i>Johnson City Holiday</i>	<i>Johnson City</i>	<i>December</i>	<i>Station 4</i>
<i>Endicott Holiday</i>	<i>Endicott</i>	<i>December</i>	<i>Station 1</i>

K. Acknowledgement and acceptance by the Board of Fire Commissioners of the following station representatives to the LOSAP committee:

- Station 1 - Eugene Wagner* *Station 3 – Chris E. Lupold*
- Station 2 – Vincent Colling* *Station 4 – Richard Devine*
- Station 2 – Robert Warner (Dept. at large member)*

L. Acknowledgement and acceptance by the Board of Fire Commissioners of the 2019 Station Chiefs as elected by the members of the Fire Department on December 17, 2018:

- Station 1 Chief: Douglas Rose*
- Station 2 Chief: William Stout*
- Station 3 Chief: Ronald Birdsall*
- Station 4 Chief: John Paffie*

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M. Adopt Procurement Policy and list of authorized purchasers

N. Mileage Reimbursement for the use of a personal vehicle on Town Business will be based on the Federal Government guidelines. Meal reimbursement for travel on Town business will be based on Federal Government Guidelines.

O. Designate Depositories for Town Funds:

M & T	\$25,000,000
J. P. Morgan Chase	\$20,000,000
Tioga State Bank	\$15,000,000
New York Class:	\$15,000,000

P. Designate the Delegate for Association of Town Meeting as John Schaffer with the alternative being Fran Majewski

Q. Designate the official Town newspaper as the “Vestal Town Crier”

R. Appointment of Marriage Officer: Emil J. Bielecki

WORK SESSION

COMMITTEES

7.1 **PUBLIC WORKS** (FITZGERALD/Majewski)

7.2 **FINANCE** (MESSINA /Fletcher)

1. Warrants: 2018- 51, 51E, 52, 52E

2. Request to pay \$262.50 to David Berger, Town Attorney for December 2018 billable hours

3. Request from John Butler, Chief of Police to transfer \$26,491.00 from A3120-1514 to A3120-1514 for the purchase of a 2019 Dodge Charger

7.3 **PERSONNEL** (MAJEWSKI/Fitzgerald)

1. Request from Sue Jastran, Recreation Planner to hire VYBO labor, lifeguards, and weight room staff as indicated on memo dated 12/27/18

2. Request from Nancy Olmstead, Director of Human Recourses to authorize to re-appoint Stephen Appel and Philip Grayson to the Conservation Advisory Committee as Members effective January 1, 2019. The terms are to expire December 31, 2020. And to authorize to appoint Carl

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Lipo to the Conservation Advisory Committee as a Member effective January 1, 2019. This term is to expire December 31, 2020.

7.4 PLANNING & ZONING (FLETCHER/Fitzgerald)

1. Request from Lincoln Ellis, Code Enforcement to allow American Freight at 1000 Front Street to place 10 storage containers on the property to be removed by 5/31/2019 and to allow Triple Cities Windustrial Co. to place one storage container on the property permanently

7.5 PUBLIC SAFETY (MESSINA/Majewski)

1. Request to approve the Vestal Fire District Length of Service Awards Program (LOSAP) 2018 Membership Certification List as submitted on January 7, 2019

7.6 ADMINISTRATION (MAJEWSKI/Messina)

1. Request from Daniel Williams, IT Director to dispose of desktops, laptops, and printers that are no longer of value to the town as listed on memo dated 1/3/2019

2. Request from Emil Bielecki, Town Clerk to sell via Auction International the dog control vehicle 2009 Dodge Durango VIN #1D8HB38P19F712660

RECEIVE AND FILE:

1. Notice Regarding Aged Exemption (partial tax exemption for real property of senior citizen rp-467)
2. Notice Regarding Assessors Office Senior Exemption Outreach Program

UNFINISHED BUSINESS:

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

ADJOURNMENT