

# VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, APRIL 22, 2013

**In Attendance:** Supervisor Schaffer, Board Members Fitzgerald, Milkovich & Marnicki

**Absent:** Majewski

**Also Attending:** Town Comptroller Laura McKane, Town Attorney David Berger, Human Resource Director Nancy Olmstead, Highway Superintendent Brock Leonard, Town Clerk Emil Bielecki, Fire Chief Pat McPherson and several members of the community.

**WORK SESSION** - Supervisor Schaffer convened the meeting at 6:00 PM.

## **EXECUTIVE SESSION**

On a motion of Councilman Milkovich, seconded by Councilman Marnicki, the following was

**ADOPTED** Ayes 4 Fitzgerald, Milkovich, Schaffer, Marnicki  
Nays 0 Absent 1 Majewski

Resolved the Board enter into Executive Session for the purpose of discussing a personnel matter and labor negotiations. The time was 6:01 PM.

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

**ADOPTED** Ayes 4 Fitzgerald, Milkovich, Marnicki, Schaffer  
Nays 0 Absent 1 Majewski

Resolved the Board leave the Executive Session and resume the open meeting. The time was 7:10 PM.

## **UPCOMING PUBLIC HEARINGS**

April 24, 2013 Local Law B – Rezoning of 2611 Owego Road

May 8, 2013 Local Law C – Rezoning of 2100 Owego Road

May 8, 2013 Local Law D – Additions to Chapter 18, Bing/JC Sewage Treatment

## **UPCOMING BIDS**

April 25, 2013 Highway Materials

May 2, 2013 Water/Sewer Line Replacement

## **COMMITTEES**

### **7.1 PUBLIC WORKS**

1. Discussion about the purchase and/or repair of various highway equipment.

Councilman Milkovich referenced a memo from Highway Mechanic Andy Gowe concerning the cost of various repairs to the current Loader (IT28G). Highway Superintendent Brock Leonard noted that the most immediate fix would need to be the transmission likely to be followed by other expenses that would be expected on a piece of equipment with over 9,400 hours of operation. The sale value of this loader is probably around \$10,000.

Brock Leonard stated that he needs to replace equipment on a regular schedule so that he can continue to do his job. He has submitted to the Board, as requested, 3 and 5 year plans for replacing equipment but they have been ignored.

Supervisor Schaffer stated that the Board is sensitive to the needs of the Highway Department, however, the financial condition of the Town is not as strong as in the past, necessitating a reduction in what we can realistically do.

Brock Leonard noted that from his research he determined that it would not be cost effective to purchase a used loader. A used loader would cost almost as much as a new one but would not have a

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warranty. A new loader would cost between \$240,000 and \$250,000.

After a brief discussion, the **consensus of the Board was to authorize the purchase of a new loader** at this time, but not the other pieces of equipment. Comptroller McKane will be asked to provide the language of the authorizing resolution.

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

### 7.2 FINANCE

1. **Warrants** - 2013 15, 15E, 15X, 16, 16L, 16E, 16X

**OK** - This item will be placed on the Agenda as a Receive and File item at the next Regular Meeting.

2. Request to pay Town Attorney \$1572.50 for billable hours of March 2013

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

3. Request to do budget transfers from a memo dated April 11, 2013 and transfers to cover the shortfall in the estimated revenue from the sale of forest products.

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

4. Request to pass effective April 22, 2013 to close the completed Capital Projects per the memo dated April 11, 2013 and direct the transfer of the projects unexpended fund balances to the respective debt service or capital reserve funds

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

5. Request to transfer from police station to the dog control officer a 2009 Dodge Durango VIN# 1D8HB38P89F712655 and to transfer from the police station to the IT Department a 2009 Dodge Durango VIN# 1D8HB38P19F712660

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

### 7.3 PERSONNEL

1. Discuss vacancy on Assessment Review Board (Russ Livermore resigned)

Human Resource Director Nancy Olmstead stated that the Board can fill the vacancy with one of the alternate members or it can choose to interview new applicants. At this time, there is one new person who has expressed in interest in serving on the Assessment Review Board.

The Board requested that Nancy Olmstead contact the current alternate members to determine if any of them is interested in being appointed to the unexpired term and report with a recommendation for the Board's consideration at the next Regular Meeting.

2. Request from John Schaffer to close the Town Hall on July 5, 2013. All employees will be required to make up the time or use a vacation day.

**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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### 7.4 PLANNING & ZONING

1. Request from the Vestal Sertoma Club to use the Library parking lot for a Doug's Fish Fry Fundraiser on July 19, 2013

Councilwoman Fitzgerald noted that the Vestal Sertoma Club does many good things for the Vestal community.

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

2. Request from the Vestal High School French Club to use the Library parking lot for a Gance's Catering Fundraiser on May 10, 2013

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

### 7.5 PUBLIC SAFETY

1. Request for the Board of Fire Commissioners to approve the following fire personnel to attend the following trainings:

a) Firefighter's Andy Leslie, Jason Stupski, Justin Petcosky, and Brian Terrell to attend Rescue 3 International Swift Water Rescue Training May 3-5 at Harpursville Fire. Cost is \$425 per member to come from Line F3410 4030.

b) Firefighter Deron Biechele to attend Truck Company Operations starting May 6, 2013 at West Colesville. No cost for this course.

c) Jason Stupski to attend Fire Officer I class at the Fire Academy June 3-8. Cost is \$25 fee plus \$48 for meals and mileage if a Fire Department Vehicle is not available.

13 FAB members and Station 4 members to attend a Pipeline Safety class Monday May 13 at the Holiday Inn Arena in Binghamton. No cost for this training.

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

2. Request for Commissioner's approval to accept the following leases for the Fred Singer Training Site for the Endwell Fire District, West Corners, and the Broome County Fire Chief's Association, these leases shall be for a period of 3 years at the amount of \$600 per year.

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

3. Request to approve Christian Schrader to become a junior member of the Fire Station One

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

4. Request to approve Lance Gates to become a junior member of the Fire Station One

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

### 7.6 ADMINISTRATION

1. Request to approve hiring back the recreation summer positions listed on memo from Sue Jastran dated April 18, 2013.

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

2. Request by the IT Department to purchase a camera system for installation at the Highway Department.

Councilman Milkovich, citing a quote provided in a memo from IT Director Dan Williams dated 4/18/12, stated that the camera system will cost approximately \$5,700.

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Supervisor Schaffer noted that this action is being taken in response to a series of thefts that have occurred at the Highway Department.

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

4. Request authorization to approve the contracts for the maintenance of abandoned cemeteries in the Town of Vestal, as stated in memo from Town Clerk Emil Bielecki, dated April 22, 2013.

Councilman Marnicki noted that some years back, an outside contractor was hired to remove large tree limbs and other heavy debris from some of the cemeteries. Perhaps that needs to be done again so as not to hinder the performance of the routine maintenance. Contracting out the maintenance of the abandoned cemeteries is more cost effective than having it done internally.

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

**UNFINISHED BUSINESS**

**1. Procurement Policy** – no action taken

**2. Cold Storage Facility** –no action taken

**3. Light District** – Supervisor Schaffer stated that this item is being scrapped and should be removed from the unfinished business items. No additional action is being planned at this time.

**4. Hazard Mitigation Plan** – the review process is ongoing

**5. Highway Reorganization** – the review process is ongoing

**6. Review changes to Scrap Metal Policy** – the review process is ongoing

**7. Tabled at the April 10th, 2013 Town Board Meeting - Motion to pay Ruth Lewis an additional \$1012.46 for grant work performed.** – acted on as follows:

**R106-13** On a motion of Councilman Marnicki, seconded by Councilwoman Fitzgerald, the following resolution was

**ADOPTED** Ayes 4 Fitzgerald, Milkovich, Schaffer, Marnicki  
Nays 0 Absent 1 Majewski

Resolved to pay Ruth Lewis, Grant Writer, an additional \$1,012.46 for grant work performed and to authorize the Comptroller to transfer that amount from the contingency budget line.

**New Business**

1. Fire Chief McPherson stated that in conjunction with the Fireman’s Association of the State of New York (FASNY), **Saturday, April 27, 2013 is Open House Recruitment Day**. All Vestal Fire Stations will be open to the public from noon until 3:00 PM to recruit new members.
2. Supervisor Schaffer stated that he endorses the existing policy of allowing the sports leagues to use Town equipment to help maintain the playing fields and that he has asked the Town Attorney to draft a policy guideline to properly control this activity.

**Adjournment**

On a motion of Councilman Marnicki, seconded by Councilwoman Fitzgerald, the meeting was adjourned at 7:56 PM. Carried unanimously.

Respectfully submitted,  
Emil Bielecki, Town Clerk