

**VESTAL TOWN BOARD WORK SESSION MINUTES**  
**MONDAY, JUNE 3, 2013**

In Attendance: Supervisor Schaffer and Board Members Marnicki, Fitzgerald, Milkovich and Majewski

Also Attending: Town Attorney David Berger, Human Resource Director Nancy Olmstead, Town Assessor Mark Minoia, Highway Superintendent Brock Leonard, Vestal Museum Director Virginia Wood, Fire Chief Pat McPherson, Town Clerk Emil Bielecki, and about 10 members of the community.

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

**DISCUSSION TOPICS**

**6:00 pm – Marcie Kretzmer, Community Electronic Information Signage**

Marcie Kretzmer and Bill Lockridge presented the Board with a proposal to install digital electronic signs in the Town that would be advertiser supported and would allow the posting of various community alerts (weather emergencies, amber alerts, FBI notifications etc.) The Community Electronic Information Signage (CEIS) program provides for the installation of 2 signs. These signs are tasteful monument type signs. They would be installed and maintained at no cost to the Town. The use of these signs for public service announcements can be very helpful to a community. The following features of the program were cited:

- There are seven slots on the panel—the Town would get one slot.
- The signs would be updated wirelessly. The brightness would adjust automatically by a photocell and would default to a dim position.
- The signs would have a backup generator.
- The ads are displayed as static images that would rotate every 8 seconds.
- The typical LED screen display is 8’x12’ (96 sq. feet) but the company would work with the Town to make appropriate adjustments.
- If the current regulations do not permit this type of signage, the company will assist the Town in developing the necessary legal changes to the codes.

Councilman Marnicki asked if the State would allow such signs on the Parkway. He has seen similar signs in California and they are distracting.

Councilwoman Fitzgerald stated that she likes these types of signs and supports looking into ways that their use can benefit the Town.

Councilman Majewski asked if the company is aware of the prevailing wage regulations and expressed general opposition to electronic signs of this type on a busy roadway such as the Vestal Parkway. Drivers will be distracted by these signs increasing the risk of accidents.

A CEIS representative responded that there are no studies that show any correlation between digital signs and accidents.

After a brief discussion that focused primarily on the size of the proposed signs and the setback requirements, Councilman Milkovich and Supervisor Schaffer recommended that the company contact the Code Department and work with them to determine what would need to be done to legally introduce these types of signs into Vestal.

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**6:30 pm – Mark Minoia, Tax Assessor re: hiring part time position**

Town Assessor Mark Minoia requested the Board's authorization to hire a part-time employee to fill an existing vacancy. This position is less than 20 hours per week and is needed by the Assessor's office. This position is in the budget and there is adequate money in the line for 2013.

The consensus of the Board was to allow the Assessor to proceed with the hiring process subject to final approval of the Board.

**6:45 pm – Virginia Wood, Museum Director – Museum Plans**

Vestal Museum Director Virginia Wood submitted to the Board a plan for staffing of the Museum for the remainder of 2013. The current plan is to keep the Museum open 4 days a week through June. The plan would continue to keep the Museum open for 2013 with a combination of paid staff hours and volunteer hours. If the state grant is awarded, as is anticipated, the Museum would remain open 4 days a week. If the grant is not awarded, the Museum would be open for 3 days a week for the remainder of 2013.

Supervisor Schaffer reiterated his concern that the Museum is currently operating over budget and is reluctant to allow the hiring of a curator at this time. He asked the Museum Director to work with the Comptroller to devise a funding plan for staffing that would stay within the budget. He will revisit this issue at the next Work Session.

**7:00 pm – Brock Leonard – Highway Superintendent – Bucket Truck & Summer Help**

Highway Superintendent Brock Leonard updated the Board on the status of his effort to purchase a used bucket for the 1999 lift truck. There is a unit that is available for purchase in Alabama for \$8,000. The total cost of the unit, which includes the outriggers and the shipping, would amount to \$10,000. This bucket will be much more useful than the existing one because it can go 17 feet higher and is insulated. In the previous discussion, there was some confusion as to where the money will come from to make this purchase. A recent memo from the Comptroller appropriately identifies the lines in the budget that could be used to pay for the purchase of the bucket.

The consensus of the Board was to authorize the Highway Superintendent to proceed with the purchase of the bucket using the budget lines recommended by the Comptroller.

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

Additionally, the Highway Superintendent is requesting authorization to hire summer help to assist the Department during the busy season. He would like to hire 3 summer employees for 40 hours a week for about 10 weeks at a rate of \$8.50 per hour for returnees and \$8.25 for first timers. The cost would be roughly \$10,200 and it would be paid from savings due to an unfilled vacancy and an employee out on unpaid leave (transfer from D5110.1020 to summer help line D5110.1034).

The consensus of the Board was to authorize the Highway Superintendent to proceed with the hiring of the summer employees as requested.

**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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**COMMITTEES**

**7.1 PUBLIC WORKS**

1. Request from Gary Campo Town Engineer to award FEMA buy-out demolition award to the lowest bidder, LCP Group Inc 633 Anderson road Vestal For the total amount of \$535,305.00

Councilman Marnicki noted that Town Engineer Campo carefully reviewed the bids and finds this contractor to be a responsible bidder who can get the job done in a timely manner.

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

2. Request for a sewer extension on Jensen Road. The property owner is requesting that the Town Board allow a sewer connection, without the need to extend across his frontage.

According to a memo from Town Engineer Gary Campo, back in 1997, a request was made by the residents of this area to extend the sewer 2,100 feet. One of the reasons the project never developed was because of the high construction costs to install the sewer due to bedrock within 1 to 2 feet of surface.

After a brief discussion about the circumstances surrounding this case, the Supervisor recommended that further consideration of this request be put on hold until the Board gets more information and advice from the Town Engineer.

3. Request from Gary Campo, Town Engineer to be authorized to join the NYSDOT Equitable Business Opportunities System, this system will be utilized for billing of the African Road Bridge.

**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- 21, 21E, 21H, 21L

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

2. Request to approve the May 8, 2013 Tentative agreement between the Town of Vestal and CSEA unit 6170 and authorize the Town Supervisor to sign the resulting collective bargaining agreement.

Human Resource Director Nancy Olmstead informed the Board that a Tentative Agreement has been reached with CSEA. The bargaining unit covers 23 full time positions and 9 part time positions. CSEA has ratified the agreement and she recommends approval from the Board. The summary of the agreement as follows:

- 5 year agreement (1/1/13 to 12/31/17)
- 1% wage increase in 2013; \$.3832/hr increase for 2014; 2% increase in years 2015, 2016 and 2017
- Removes titles of Bldg. Inspector and Historian from unit coverage. No salary schedule for employees hired after 1/1/13. Current employees continue with steps for length of contract then steps are eliminated.
- Agreement to clarify emergency closing procedures through labor management.
- Eliminates requirement for overtime pay for hours worked over 8 in a day. Allows use of flextime.

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- Longevity-increases amounts by \$50 in 2014, 2015, 2016 and 2017
- Begins phase out of uniform/clothing allowance. Current employee to receive payment as provided
- Eliminates Election Day as a holiday and replaces with a floater. Clarifies how part time holiday are paid.
- Disability cap is raised to \$700
- Health insurance contributions for employees hired before 1/1/13 increase in stages from 10% to 15% from 2013 to 2017. Retirees will pay what actives hired before 1/1/13 pay.
- Health insurance contribution for employees hired after 1/1/13 will be 20%. Retirees will pay what actives hired after 1/1/13 pay and be eligible for single coverage only.
- Amends flex plan language to comply with IRS regulations; adds grandchild to bereavement list; eliminates some duplicate language and corrects typos and position titles where necessary.

**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 \$1635.20 to Ahmuty, Demers and McManus for Candlehouse vs. Town of Vestal for services through May 23, 2013

**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. Request to authorize the re-appointment of Delivan Gates to the Planning Board effective July 8, 2013 to July 7, 2018

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

2. Request from Brock Leonard, Highway Superintendent to pay out of class pay as follows:

Bill Garey	\$117.12	Ben Peck	\$379.20
Todd Ingersoll	\$305.44	Jeff Tomczyk	\$117.12
Matthew Millard	\$420.58	Walter Scott	\$351.36
Don Younker	\$557.54 (as corrected by Business Office)		

**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** - no items were brought for discussion

**7.5 PUBLIC SAFETY**

1. Request from John Butler, Chief of Police to accept a donation of a utility trailer from Miller Motors.

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

2. Request from John Butler, Chief of Police to purchase a replacement part of the department's body bunkers in the amount of \$500 the funds will come from assets forfeiture budget line A3120-2626R

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

**7.6 ADMINISTRATION**

Councilman Majewski noticed that a state website had Supervisor Schaffer listed as a supporter of the

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Governor's new tax free zone initiative in areas with proximity to the SUNY universities.

Supervisor Schaffer expressed surprise as to how he ended up on such a list. He is totally opposed to the Governor's proposal and has expressed that position to the Governor's staff.

**RECEIVE AND FILE**

**NEW BUSINESS**

Supervisor Schaffer informed the Board that he is continuing to battle the Binghamton-Johnson City Joint Sewage Treatment Plant over the 31% increase imposed on the Town as an outside user. The fees were raised without an explanation after our budget for the year has been adopted. He is working with other Supervisors to fight this unwarranted action.

**UNFINISHED BUSINESS:**

1. Procurement Policy – no additional discussion occurred to address this item
2. Hazard Mitigation Plan – no additional discussion occurred to address this item
3. Review changes to Scrap Metal Policy – no additional discussion occurred to address this item
4. Highway purchase of bucket for lift truck – authorized (as noted on page 2 of these minutes)

**SUPERVISOR'S ANNOUNCEMENTS**

Library Events

- Friends Yoga – every Friday at 5-6pm Chair yoga 66-7:30pm at the library Yoga class - \$5.00

Museum Events

- Kids summer garden projects planned; June 8, July 13, Aug 10. Free
- Museum doing NY State "Pathways Through History" June 8, 9. Special hours. Free

**EXECUTIVE SESSION**

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

**ADOPTED** Ayes 5      Majewski, Fitzgerald, Milkovich, Marnicki, Schaffer

Nays 0

Resolved the Board enter into Executive Session for the purpose of discussing an employee performance issue. The time was 7:56 PM.

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

**ADOPTED** Ayes 4      Majewski, Fitzgerald, Marnicki, Milkovich, Schaffer

Nays 0

Resolved the Board leave the Executive Session and adjourn the Work Session. The time was 8:08 PM.

Respectfully submitted,  
Emil Bielecki, Town Clerk