

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, AUGUST 11, 2014

In Attendance: Board Members Fitzgerald, Majewski and Messina. Absent: Supervisor Schaffer

Also Attending: Town Attorney David Berger, Human Resource Officer Nancy Olmstead, Code Inspector Lincoln Ellis, Town Clerk Emil Bielecki, and several members of the community.

Deputy Supervisor Fran Majewski convened the Work Session at 6:00 PM.

UPCOMING PUBLIC HEARING

August 13, 2014 – Local Law “E” Best Value Bidders

August 13, 2014 – Special Use Permit for Wreckz to Rodz - 305 Vestal Parkway East

Update on request for Cherry Lane/Skyline Drive Timber Harvesting Permit

Code Inspector Lincoln Ellis informed the Board of a change to this timber harvest permit request. The timber landing (the route by which the timber will be removed) has been moved from Cherry Lane to the top of the property. This means that the logs will be taken up the hill instead of coming down the hill on Cherry Lane. This change will reduce potential water runoff and reduce truck traffic in the Imperial Woods neighborhood. Also, water bars will be installed to redirect any to runoff.

Councilman Majewski reiterated his concern about the request for the variance to harvest within the required 300 ft. setback from an RA-1 district (50 ft. on Cherry Lane side, 100 ft. on Chestnut/Beachwood side).

Mike Belasco of South Central Forest Products, the permit applicant, stated that the variance will not cause any problems because there is still a large buffer between the property boundary line and the nearest structures. Moreover, this will be selective cutting and only a small amount of trees will be cut within the buffer area. This variance to the buffer is the minimal amount necessary to make this a viable project. The impact of granting the variance would be slight.

Councilwomen Fitzgerald and Messina expressed support for granting this timber permit with the understanding that all of the safety measures are implemented.

After additional discussion, the Board agreed to authorize the issuance of the timber harvesting permit at the next Regular Meeting. The granting of the timber permit would be conditional upon the Board's acceptance of a report to be provided by the applicant showing the number and location of the trees slated to be cut within the buffer areas.

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

COMMITTEES

7.1 PUBLIC WORKS

1. Request from Water Superintendent Scott Groats to dispose of items listed on memo dated 7/29/2014.

Councilwoman Fitzgerald stated that she spoke with the Water Superintendent and was assured that these items were worthless and have no value to the Town.

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

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, AUGUST 11, 2014

2. Request from Daniel Fluegel to reduce sewer bill by \$206.70 due to broken line to pool.

Town Attorney Berger noted that the Joint Sewage Treatment Plant no longer accepts such adjustments and charges the Town for all of the water going through the meter.

Councilman Majewski stated that with the change imposed by the Sewage Treatment Plant, the Town can no longer afford to grant these reduction requests. All Board members agreed that a new policy needs to be implemented concerning this issue.

After a brief discussion, the **Board agreed to put this request on hold** to consult with the Water Superintendent and the Comptroller about implementing a new policy to deal with these sewer bill reduction requests.

3. Request from Town Engineer Gary Campo to dispose of Highway boiler 3part. This unit was replaced with a new one.

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

4. Request from SUNY to do some changes on Murray Hill Road relating to the work they are performing within the old NYSEG site including: eliminating parking on section of Murray Hill Road; request to install sidewalks on section of Murray Hill Road.

After a brief discussion of this item, the Board agreed in principle with the recommendations. However, before proceeding with any formal action, it was determined that more specific information is needed to identify the proposed 'no parking area'. Also, it is not clear who would pay for the installation of the proposed sidewalk.

7.2 **FINANCE**

- 1. Warrants** – 2014-30, 2014-30E, 2014-31, 2014-31E, 2014-32, 2014-32E

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

2. Request from Deputy Comptroller Pam Fitzgerald, per memo dated July 31, 2014, to close the completed capital projects and transfer the unexpended funds to Reserves to pay down debt.

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 \$812.50 for billable hours to Town Attorney David Berger for work done in July 2014.

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

7.3 **PERSONNEL** - no items were brought for consideration by the Board.

7.4 **PLANNING & ZONING** - no items were brought for consideration by the Board.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, AUGUST 11, 2014

7.5 PUBLIC SAFETY

1. Request from Pat McPherson, Fire Chief to accept new members
 - a) Jaiden Brink – Station 3 (Junior Firefighter)
 - b) Elias Cadorette – Station 3 (Junior Firefighter)
 - c) Nicholas Rotella – Station 4 (Returning Firefighter)

Councilman Majewski noted that there were several issues with the applications. He addressed these issues with the Secretary to the Fire Department and they were resolved to his satisfaction.

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 from Library Director Carol Boyce, per memo dated 7/29/14, to dispose a Canon copier which was replaced with a new one.

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 Town Court Justices to authorize the Court to submit a grant to the Justice Court Assistance Program requesting up to the maximum amount available to fund the following: air conditioning unit, copier and chairs for the court room.

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

3. Request from Bruce Gurney, President of the Vestal Center Cemetery Restoration Committee, to provide on a volunteer basis maintenance services at the Vestal Center Cemetery.

Town Clerk Emil Bielecki noted that the Vestal Center Cemetery is the largest and most visible of the abandoned cemeteries in the Town. Unfortunately, it is also the one in need of a lot of work. Although the Town contracts out grass mowing, there is no money provided for other types of maintenance of abandoned cemeteries. This group of volunteers is willing to do some of the additional work such a removal of debris, tree branches and vegetation. They are also willing to probe for and excavate buried grave markers and repair/reset markers located within the cemetery. Additional clean-up of debris outside the circumference of the cemetery and painting of the existing fence is also planned. Clerk Bielecki expressed strong support for this volunteer proposal and asked the Board to grant authorization for Mr. Gurney and this Organization to undertake this project with the appropriate provisions to protect the Town from incurring any liability.

Town Attorney Berger stated that anyone doing work at the cemetery should sign the Town's Volunteer Release form.

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

4. Request from Recreation Planner Sue Jastran, to hire camp instructors and other seasonal employees, as per memo dated August 5, 2014. The pay rates are budgeted items in the 2014 budget.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, AUGUST 11, 2014

Councilwoman Fitzgerald noted that the Recreation Department runs great programs which are widely utilized.

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

NEW BUSINESS

1. Request from Town Engineer Gary Campo for the Supervisor to sign and then have filed with the Broome County Clerk a permanent easement at 139 Nelson Road, BCTMP#205.04-2-15, owned by Suzanne M. Evans.

According to the memo from Mr. Campo dated 8/15/14, the easement is for storm drainage work planned by the Highway Department. The owner is having storm runoff issues from Nelson Road and the Highway Department will install a new ditch.

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

2. Request from Town Engineer Gary Campo to award the Dodd Road Slope Work project to the lowest bidder, ZMK Construction Inc. of Apalachin, NY at the bid price of \$48,989.60. The funding of the project will be thru CHIPS.

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

3. Request from Councilwoman Messina for the Board to approve a short parade to kick-off the Vestal Center Community Picnic at noon on Saturday, August 16, 2014.

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

UNFINISHED BUSINESS

1. Town of Vestal FOG Control Program (Fats, Oils and Grease)

On hold for additional review and revision.

2. Kopernik Tower

The Board is waiting for additional details from Broome County concerning their plan to install a larger tower at the Observatory location.

3. Gateway Sign Application

Applicant requested to provide the following: drawings to scale, elevation drawings and drawings showing a perspective view.

4. Replacement of Fire Station 4

An effort is being made to schedule a convenient time for the Board members to visit a fire station in East Syracuse. This facility was identified as the most representative of the kind of station that Vestal is planning.

5. Amendments to Employee handbook

The Board is continuing to review the proposals that were presented by Human Resource Officer Nancy Olmstead.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, AUGUST 11, 2014

SUPERVISOR'S ANNOUNCEMENTS:

- The Vestal Center Community Picnic will be held at noon to 4 pm on Saturday, August 16, 2014 at the Vestal Center Fireman's Hall.

EXECUTIVE SESSION

On a motion of Councilwoman Fitzgerald, seconded by Councilwoman Messina, the following was

ADOPTED Ayes 3 Fitzgerald, Majewski, Messina
 Nays 0 Absent 1 Schaffer

Resolved the Board enter into Executive Session for the purpose of discussing the following:

- Labor negotiations concerning the Police and the Operating Engineers bargaining units.
- A personnel matter concerning a specific employee.
- Possible settlement of an Article 7 case re: 2809 Vestal Road

The time was 6:48 PM.

On a motion of Councilwoman Fitzgerald, seconded by Councilwoman Majewski, the following was

ADOPTED Ayes 3 Fitzgerald, Messina, Majewski
 Nays 0 Absent 1 Schaffer

Resolved the Board leave Executive Session and **adjourn the Work Session. The time was 7:10 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk