

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, FEBRUARY 23, 2015

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

Also Attending: Town Attorney David Berger, Town Clerk Emil Bielecki and 4 members of the general public.

Councilman Majewski convened the Work Session at 6:00 PM

PUBLIC HEARINGS

February 25, 2015 – Vehicle Service Station Permit: 1214 Tracy Creek Road

UPCOMING BID OPENINGS

1. Flood Wall – February 23, 2015: Councilman Majewski read the results of the bid opening.
2. Operator Engineer Uniforms – March 12, 2015

COMMITTEES

7.1 PUBLIC WORKS (MAJEWSKI/Fitzgerald)

1. Request from Town Engineer Gary Campo to advertise on February 25, 2015 (to be returned by 3 PM on 3/25/15) for Request for Qualifications (RFQ) for design services at Roberts Street Pump Station, a selected project for NY Rising Funds.

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

7.2 FINANCE (AGNESHWAR/Messina)

1. **Warrants:** 2015-06, 2015-06A, 2015-06E, 2015-06P, 2015-07, 2015-07A, 2015-07E, 2015-07R, 2015-08, 2015-08A, 2015-08L, 2015-08E

OK – This item will be placed as a ‘Receive and File’ on the Agenda for the next Regular Meeting.

2. Request from Comptroller Laura McKane to review and approve the Municipal Finance Disclosure and Continuing Disclosure Policies and Procedures required as part of the voluntary compliance with the Municipalities Continuing Disclosure Cooperative (MCDC) Initiative of the US Securities and Exchange Commission.

Councilman Majewski stated that there are changes that need to be made to these documents and he is putting this item on hold so that the amendments can be completed.

3. Request from Museum Director Ramona Kacyvenski to accept a \$549 Travel Grant from the Museum Association of New York to attend the 2015 Museums in Action Conference.

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

4. Request authorization for Town Supervisor John Schaffer to a sign lease agreement with Vestal Central School District for the area occupied by the Vestal Senior Citizens Center. The lease will be from March 1, 2015 thru February 28, 2016. The base rent during the lease term shall be \$770.00 per month (3517 square feet multiplied by \$2.63 per square foot).

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Councilwoman Agneshwar noted that the terms of the lease are very attractive to the Town.

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

5. Request from Comptroller Laura McKane for authorization to hold a Defensive Driving Course on March 18, 2015 and establish the cost to participants.

Councilman Majewski noted that the cost of the course this year is \$25 per person. He feels that all participants should pay for ½ the cost of the course (\$12.50) except for the volunteer firefighters, who should not have to pay anything because this training relates directly to the service they provide to the Town and they have to take this course on their personal time. All Board members agreed with that recommendation.

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

7.3 **PERSONNEL** (FITZGERALD/Majewski)

1. Request authorization to promote Ed Hildebrand to the vacant position of Sr. Account Clerk effective March 2, 2015 at the CSEA rate of \$18.87. The position is a civil service competitive position in the 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** (MESSINA/Fitzgerald)

7.5 **PUBLIC SAFETY** (MAJEWSKI/Agneshwar)

1. Request from the Fire Department for the Board of Fire Commissioners to approve the appointment of Richard Devine as the Station 4 representative to the Length of Service Award Program (LOSAP) Committee, effective January 7, 2015 (replaces Hugh Reynolds).

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

2. Request from Fire Chief David Harrington to send one piece of fire apparatus and personnel to the following parades in 2015:

| Parade | Location | Month | Station Apparatus |
|-------------------------------|-----------------|--------------|--------------------------|
| St. Patrick's | Binghamton | March | Station 4 |
| Memorial Day | Endicott | May | Station 1 |
| Apalachin Firemen's Field Day | Apalachin | June | Station 3 |
| Owego Strawberry Festival | Owego | June | Station 3 |
| Halloween Parade | West Endicott | October | Station 1 |
| Veteran's Day | Endicott | November | Station 1 |
| Johnson City Holiday | Johnson City | December | Station 4 |
| Endicott Holiday | Endicott | December | Station 1 |

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

7.6 **ADMINISTRATION** (MESSINA/Agneshwar) – no items were brought for discussion.

UNFINISHED BUSINESS

1. Kopernik Tower

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In a meeting with the Broome County Emergency Services Director Brett Chellis (1/19/15), it was agreed that if the Town builds a tower at Andrews Road to County specifications, the County would proceed with the construction of a tower at the Kopernik Observatory location.

Update on 2/23/15: The Town is working with representatives from the County to prepare the specs for the Andrews Road tower.

2. Purchase of Town parks land by Vestal Veterinary Hospital

Update on 2/23/15: The Town Attorney noted that he is waiting for some documents from the applicant.

3. Coal House Lease

On 2/9/15, Finance Committee Chairwoman Agneshwar met with Mark Mushalla, the managing member of M Squared, to explore the issues with the lease. She wants to update the Board about the discussion with Mr. Mushalla when the full Board is present. Councilman Majewski suggested that Mr. Mushalla be invited to attend the Work Session on Monday, March 2nd to continue the discussion with the whole Board. The Board agreed to have Mr. Mushalla attend the next Work Session at 6:00 PM.

4. Fees for Outside Storage Containers and ZBA applications

The Board is continuing to explore various fee options.

5. Lease Renewal for 133 Front Street

The current lease expires March 31, 2015. The Board agreed that the best course of action at this time is to renew the lease for one year with a 3 month back-out provision and continue to explore alternate locations, preferably on Town owned property.

SUPERVISOR'S ANNOUNCEMENTS:

- Winter Parking Reminder – Parking of vehicles is prohibited on all Town and County roads in Vestal between the hours of 2:00 AM to 6:00 AM, from December 1 thru March 31.
- The Vestal Police Department is inviting community members to attend the first annual 2015 Citizens Police Academy (CPA). This program will hold weekly 2 hour meetings (March 5 thru May 7) that will cover topics relevant to law enforcement and emergency services. Those interested can contact Sgt. Stace Kintner via email at skintner@vestalny.com

EXECUTIVE SESSION

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

| | | |
|----------------|--------|--|
| ADOPTED | Ayes 4 | Agneshwar, Fitzgerald, Messina, Majewski |
| | Nays 0 | Absent 1 Schaffer |

Resolved the Board enter into Executive Session to discuss a personnel issue concerning a specific Town employee and to discuss the UHS lawsuit. The time was 6:17 PM.

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

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|----------------|--------|--|
| ADOPTED | Ayes 4 | Agneshwar, Fitzgerald, Messina, Majewski |
| | Nays 0 | Absent 1 Schaffer |

Resolved the Board leave Executive Session and **adjourn the Work Session. The time was 6:37 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk