

VESTAL TOWN BOARD WORK SESSION AGENDA

MONDAY, JANUARY 20, 2014

WORK SESSION

6:00 PM – Mark Newman to discuss Metroplex Student Housing (4696 Vestal Parkway East).

6:15 PM - Town Engineer Gary Campo to discuss NY Rising Funds project selection.

UPCOMING PUBLIC HEARINGS

2/12/14: Special Permit for Vehicle Service Station 3151 Vestal Parkway East (Hess Station)

COMMITTEES

7.1 PUBLIC WORKS

1. Request from Town Engineer Gary Campo to award the Rayelene Creek project to the low bidder, JB Excavation, in the amount of \$136,932.

2. Request from Highway Superintendent Brock Leonard, to pay Todd Ingersoll out of class pay in the amount of \$345.44 for work from December 17 – January 6, 2014.

3. Request from Water Superintendent Scott Groats to pay Acorn-Environmental \$9,208.50 for water analysis from budge line W8310-4000.

4. Discuss Resolution to temporarily exclude trucks and other similar vehicles exceeding a certain designated gross weight from Town roads and highways.

5. Request to retro-approve assigning Benchmark Contract to Microbac and Town Attorney David Berger to do necessary paperwork.

7.2 FINANCE

1. **Warrants** – 2014- 02A, 02AE, 02, 02PD, 2013(AP Invoices), 03, 03A, 03E, 03LC

2. Request to pay Town Attorney David Berger \$850.00 for billable hours for December 2013.

3. Request for Supervisor to sign agreement with Vestal School District for the Senior Center effective March 1, 2014.

4. Request to authorize the following employees and elected officials to attend the New York Association of Towns Annual Conference in New York City February 16 through February 19, 2014:

Town Supervisor, John Schaffer

Town Attorney, David Berger

Councilperson, Suzanne Messina

Director of Human Resources, Nancy Olmstead

Councilperson, Fran Majewski

Code Enforcement Officer, Mark Dedrick

Planning Board Chair, Joyce Majewski

Town Justice, Joseph Meagher

ZBA Chair, Mark Johnson

The Town will pay as follows: \$100 registration fee; meal allowance of \$216; travel allowance of \$70

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(cost of bus provided by Town of Union) per person; \$256 for single occupancy and the additional \$20 per night for those listed above who are sharing a room.

Request to authorize the Business Office to issue a travel advance \$286 (meal and travel allowance) to each individual

5. Request to authorize the Comptroller to transfer the necessary funds (\$446) from the Councilperson budget line A1010.4030 (education and travel) to the Human Resources budget line A1430.4030 for attendance to the NYS Association of Towns Conference.

6. Request authorization for the Town of Vestal to join the Upstate New York Towns Association and to pay \$400 for yearly membership.

7.3 PERSONNEL

1. Discuss NYS Timekeeping Requirements for Elected Officials.

2. Request to appoint George Gerner to the vacancy on the Zoning Board of Appeals (ZBA), effective immediately. He is currently serving as the alternate member on the ZBA.

3. Discuss the alternate member opening on the Zoning Board of Appeals (ZBA).

4. Request to appoint Adam Flint as alternate member to the Conservation Advisory Commission (CAC), effective immediately.

5. Discuss appointing one of the CAC members to the Broome County Environmental Management Council.

6. Request for retro-active authorization for Tax Collector Debra Wallace, to hire the following individuals to work on December 30, 2013 to prepare corrected tax bills for mailing:

- a. Francis Morris as a Clerk Part Time at the rate of \$9.06 per hour
- b. Leela Mahon as a Clerk Part Time at the rate of \$9.06 per hour
- c. Heather Jennings as a Clerk Part Time at the rate of \$9.06 per hour

7.4 PLANNING & ZONING

1. Request from Barb Taggart to hold a 5K Run/Walk on April 27, 2014 along Owego Road. All proceeds benefit Traci's Hope and Vestal Elks Club Veteran Committee.

2. Request for a Special Permit for the lot across from Town Hall (604 Vestal Parkway West, BCTMP # 173.21-1-3) to operate a fitness center within an ID zoning.

7.5 PUBLIC SAFETY

1. Request for approval to send one piece of fire apparatus and personnel to the following parades in 2014:

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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
Rush Community Parade	Lawton, PA	July/August	Station 2
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

2. Request for the Board of Fire Commissioners to approve the Town of Vestal Fire District Length of Service Awards Program (LOSAP) certification list.

3. Request to authorize Assistant Fire Chief John Paffie to sign vouchers in the absence of Fire Chief Pat McPherson for the 2014 fiscal year.

4. Request from Fire Chief Pat McPherson to approve sending Engine 32-1 to Endwell Station 1 on Saturday, January 25, 2014, from 5:00-11:30 PM, with an engine crew of 4, to cover their District while their members attend their Annual Installation Banquet.

5. Request from Fire Chief Pat McPherson to approve sending 2nd Lieutenant Jason Stupski to Kidde Fire Fighting / National Foam's Flammable Liquid Firefighting School at the Brayton Firemen Training Center at Texas A & M, February 18 – 21. The cost of this course comes from the F3410 4034R Line. Total Cost of the trip not to exceed \$3400. This includes Course Fee, Air Fare (Round Trip), Car Rental, Lodging, and Meals (which will Based on the Metropolitan area).

7.6 ADMINISTRATION

UNFINISHED BUSINESS

1. **Community electronic signs** – Code Department directed to draft change to sign ordinance for consideration by the Board.

SUPERVISOR'S ANNOUNCEMENTS:

Winter Parking Hours – December 1st - March 31st - 2:00 AM to 6:00 AM

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

ADJOURNMENT