

VESTAL TOWN BOARD WORK SESSION AGENDA

MONDAY, APRIL 20, 2015

WORK SESSION

COMMITTEES

7.1 PUBLIC WORKS (MAJEWSKI/Fitzgerald)

1. Request from Town Engineer Gary Campo to authorize Barb Taggart to clean the Police, Town Hall and Recreation Buildings starting May 5, 2015, for about a week. Dawn Vosberg will be out for surgery.

2. Request from Water Superintendent Scott Groats for authorization to purchase a pump for the Imperial Woods sewer station.

3. Request from Town Engineer Gary Campo to authorize NYSDOT to work on the relocation of a water line along State Rt. 26 as part of the reconstruction of Rt. 26 at Sheedy Rd., and for the Supervisor to sign the utility agreement with NYSDOT.

4. Request from Water Superintendent Scott Groats to award the bid for the dump body to Wayne's Welding, the low bidder, at \$21,264.00.

7.2 FINANCE (AGNESHWAR/Messina)

1. **Warrants:** 2015-15, 2015-15E, 2015-16, 2015-16E

2. Request to pay Precision Reporters, P.C. the amount of \$385.75 for work on the Hicks vs. Town of Vestal deposition.

7.3 PERSONNEL (FITZGERALD/Majewski)

1. Request from Human Resource Officer Nancy Olmstead to authorize Ramona Kacyvenski to begin the process of hiring a clerk part-time in the Museum to replace a current employee that will be leaving at the end of June.

2. Request from Human Resource Officer Nancy Olmstead to discuss how to proceed with filling vacancies on the various volunteer boards.

3. Request from Parks Superintendent Jim Bukowski to hire the following individuals as seasonal labor in the Parks Department at the rate of \$8.75 per hour for a maximum of 15 weeks:

Jacob Deane (new)

Devin Mullins (returning)

Chris Dutkowsky (returning)

4. Comptroller Laura McKane to discuss Business Office personnel needs to replace the retiring Deputy Comptroller.

7.4 PLANNING & ZONING (MESSINA/Fitzgerald)

7.5 PUBLIC SAFETY (MAJEWSKI/Agneshwar)

1. Request from Fire Chief David Harrington to accept Devin Hansen and James Norton as new

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members of Station Number 3.

7.6 ADMINISTRATION (MESSINA/Agneshwar)

1. Request from Town Clerk Emil Bielecki to authorize for the Supervisor to sign a professional services contract with Dataflow Inc. of Binghamton, NY to scan and index selected Fire Department records at a cost not to exceed \$3,950. All of the records to be scanned and indexed have long retention periods and most are permanent.

2. Request from Recreation Planner Sue Jastran to hire playground instructors, swimming pool directors and lifeguards as listed on memo dated April 16, 2015.

3. Request from Town Clerk Emil Bielecki to approve the following people to provide maintenance for the abandoned cemeteries in the Town of Vestal for the year 2015, and for the Town Attorney to prepare the contracts:

Phillip Walter

220 Alice St.	Rounds Cemetery	\$325.00
Vestal, NY 13850	Crumm Rd. Cemetery	\$425.00
	Vestal Rd. Cemetery	<u>\$325.00</u>
		\$1,075.00

Chuck Lane

400 Elmhaven Drive	Jensen Rd. Cemetery	\$475.00
Vestal, NY 13850	Vestal Center Cemetery	<u>\$1,125.00**</u>
		\$1,600.00

UNFINISHED BUSINESS

1. Kopernik Tower

If the Town builds a tower at Andrews Road to County specifications, the County will proceed with the construction of a tower at the Kopernik Observatory location. The Town Engineer and the IT Director is working with the County to prepare the specs for a new tower at Andrews Road.

2. Purchase of Town parks land by Vestal Veterinary Hospital

The Town Attorney is waiting for some documents from the applicant.

3. Lease Renewal for 133 Front Street

The current lease expires March 31, 2015. **Update on 3/23/15:** Town Attorney Berger noted that he is in negotiations with the property owner and expects to have a lease agreement soon for the Board's consideration.

4. Municipal Finance Disclosure and Continuing Disclosure Policies and Procedures

Town Comptroller Laura McKane is working with bond counsel Orrick to make necessary changes to 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. Comptroller McKane is working with Orrick and Fiscal Advisors to make the appropriate amendments. **Update on 4/6/15:** Supervisor Schafer noted that the changes are still not completed.

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5. Park Outdoor application for Gateway Sign at 232 Vestal Parkway West on property owned by McMead Realty. The applicant was asked to complete a SEQR. **Update on 4/6/15:** The completed SEQR has not been submitted.

6. Town of Vestal Fats, Oil and Grease (FOG) Control Program Town Attorney noted that he has done a preliminary review of the draft but needs additional time to review it before it is ready to be presented as a local law. He advised the board to carefully review the provisions of proposed FOG program

7. Good Samaritan Resolution Town Attorney stated that he will research the state law to determine if the Board needs to adopt such a resolution, and if so, draft it with language that is consistent with the intentions of the board.

Whenever a volunteer firefighter (ambulance worker) of the Town of Vestal Fire District (Ambulance Corps) provides services under General Municipal Law Section 209-I (Volunteer Ambulance Workers' Benefit Law Section 5) when there is no jurisdictional officer in command present, such volunteer firefighter (ambulance worker) shall be entitled to coverage under the VFBL (VAWBL) coverage provided by the Town of Vestal Fire District (Ambulance Corps) for the provision of such services. Upon the arrival of a jurisdictional officer in command, such volunteer firefighter (ambulance worker) shall report to such officer and offer his/her services to assist such fire (ambulance) company or fire (ambulance) department. If such offer of assistance is not accepted, then the volunteer firefighter (ambulance worker) of the Town of Vestal Fire District (Ambulance Corps) must immediately cease providing any additional service at the scene of the emergency.

SUPERVISOR'S ANNOUNCEMENTS:

- The NYS Department of Environmental Conservation (DEC) has an open burning ban policy in place until May 14th. Burn permits will not be issued during this time.
- Recruit NY (for volunteer fire departments) is on April 25, 2015 at all the Town of Vestal Fire Stations from Noon to 3 PM. The Vestal Fire Department needs your skills.

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

ADJOURNMENT