

**VESTAL TOWN BOARD WORK SESSION AGENDA**  
**MONDAY, JUNE 22, 2015**

**WORK SESSION**

**COMMITTEES**

**7.1 PUBLIC WORKS (MAJEWSKI/Fitzgerald)**

1. Request from Town Engineer Gary Campo to complete the forms, review and adopt a Grievance Procedure and Affirmative Action Plan related to the NY Rising funds.

2. Request from Water Superintendent Scott Groats to advertise for bids on the Third Avenue Sanitary Sewer Line replacement on July 1, 2015 with opening on July 13, 2015 at 2:00 pm.

3. Authorization for the Town Attorney to advertise on July 8, 2015 for a Public Hearing on July 22, 2015 for the following:

Consolidated Sewer District No. 1, Extension No. 157

1021 Main St., B.C. T. M. T.: 173.15-1-44

Petitioner: Rodney A. Imler

**7.2 FINANCE (AGNESHWAR/Messina)**

1. **Warrants:** 2015-24, 2015-24E, 2015-25, 2015-25E, 2015-25L

2. Request from Museum Director Ramona Kacyvenski to use line CM0308 to pay the invoice from Gannett Newspaper in the amount of \$200 for an advertisement in the summer planner for summer events at the museum.

3. Request to pay \$256.00 to Czerenda Court Reporting for a deposition in the Ulrich vs. Town of Vestal case.

**7.3 PERSONNEL (FITZGERALD/Majewski)**

1. Discussion of communication from the International Union of Operating Engineers concerning overtime.

**7.4 PLANNING & ZONING (MESSINA/Fitzgerald)**

1. Request from Patsy Thatcher from Wendy's Kids to hold a Doug's Fish Fry Fundraiser on July 22, 2015 in the Library parking lot.

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

1. Request from Police Chief John Butler to sell retired Police Department vehicles via Auction International.

2006 Dodge Durango VIN 1D8HB48N97F512627

2011 Chevrolet Impala VIN 2G1WD5EM4B1232088

2. Request from Police Chief John Butler for approval to scrap a retired Police Department vehicle which is no longer in service via Schultz Auto. The vehicle does not have a transmission and has body rust:

2004 Ford Taurus 1FAFP52U04A178211

**7.6 ADMINISTRATION (MESSINA/Agneshwar)**

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1. Request from Recreation Planner Sue Jastran to approve hiring of playground instructors, Tennis Director and instructors as listed in her memo dated June 17, 2015.

### UNFINISHED BUSINESS

#### 1. Kopernik Tower

**Update on 5/4/15:** The County has not provided us with all of the information required for this project to move forward.

2. **Park Outdoor application for Gateway Sign at 232 Vestal Parkway West** on property owned by McMead Realty. The applicant was instructed to provide a letter stating what variances from the gateway sign ordinance are being sought. This would serve as a starting point for drafting an agreement. **Update on 5/4/15:** The requested letter has not yet been submitted by the applicant.

#### 3. Gas Card System for the Purchase of Fuel for Town Vehicles

Councilman Majewski met with a representative from the Mirabito Fuel Group to explore the feasibility of going to a gas card system to purchase fuel for Town vehicles at Mirabito stations. The Vestal Fire Department is already doing this. In his opinion, the services offered by Mirabito are attractive enough to warrant going with them to fuel all Town vehicles except Highway. Mirabito offers 24 hour a day service in Vestal and the clearance is adequate at their facilities to accommodate all of our vehicles. **Update on 6/8/15:** Councilman Majewski stated that the representative from Mirabito Fuel Group will be asked to attend the next Work Session on June 22<sup>nd</sup>.

#### 7. Proposed changes to the Employee Handbook.

At the Work Session on May 18<sup>th</sup>, Human Resource Officer Nancy Olmstead identified the following changes to the Employee Handbook that she would like the Board to consider:

- Change of the definition of *spouse* to comply with the Federal Family and Medical Leave Act.
- Adjust the longevity pay levels (starting in 2016) to the same level as in the CSEA contract. This change would currently affect 11 of the 14 full time non-union positions.
- Amend the *sick leave* language to the same language as in the Police Supervisors contract.
- Increase the reimbursement amount for employees who participate in the approved weight loss programs. We have had some success with this program and it should result in savings to our health insurance costs.

**Update on 6/8/15:** Human Resource Officer Nancy Olmstead noted that the estimated 10 year cost of adjusting the longevity pay would be about \$5,000 assuming that all affected employees were still here. At the request of Councilwoman Agneshwar, the longevity pay issue was discussed in Executive Session.

### SUPERVISOR'S ANNOUNCEMENTS:

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

- Performance of a specific employee
- Labor Contract strategies

### ADJOURNMENT