

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 25, 2022

Board Attendance: Supervisor Schaffer; Board Members: Fitzgerald, Messina, Ellis, Donnelly

Also Attending: Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Deb Wallace, Town Engineer Vern Myers, and Fire Chief John Paffie

Supervisor Schaffer commenced the Work Session at 6:00 p.m.

WORK SESSION

UPCOMING PUBLIC HEARINGS

04/27/22: Local Law “A” of 2022

A Local Law Rezoning:

833 Bunn Hill Road, Vestal, New York (BCTMP # 174.12-1-4)+/- 16.59a

817 Bunn Hill Road, Vestal, New York (BCTMP # 174.12-1-5) .95a

813 Bunn Hill Road, Vestal, New York (BCTMP # 174.12-1-6) 4.74a

803 Bunn Hill Road, Vestal, New York (BCTMP # 174.12-1-7) 3.04a

791 Bunn Hill Road, Vestal, New York (BCTMP # 174.12-1-8) 7.97a

765B Jensen Road, Vestal, New York (BCTMP # 174.12-1-10) 8.08a

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

Request from Craig Hiller, Highway Superintendent, for the Town Board to approve advertising on May 4, 2022 for bids to purchase an enclosed trailer for the Parks Department. Bids will be opened on Thursday, May 12, 2022 at 2:00 pm in the Town Clerk’s Office.

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

7.2 FINANCE (MESSINA /Donnelly)

1. Warrants: 2022: 14, 14E

OK – This item will be placed on the Agenda under Receive and File for a vote at the next Regular Meeting of the Town Board.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 25, 2022

2. Request for the Town Board to authorize David Berger, Town Attorney, to sign a Stipulation of Settlement for the following Article 7 Tax Certiorari case filed in Supreme Court of the State of New York, County of Broome: Orograin Bakeries Sales, Inc. against the Assessor and the Board of Assessment Review of the Town of Vestal and the Town of Vestal, Broome County, New York. Index Numbers - EFCA 2017-1543 / 2018- 1855 / 2019-2111 / 2020-1289 / 2021-1709 and the Business office is authorized to process any refunds.

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/Donnelly)

1. Request from Nancy Olmstead, Director of Human Resources, to discuss the establishment of a Town of Vestal Safety Committee.

Nancy Olmstead, Director of Human Resources stated that the purpose of this committee is to review accident reports and discuss possible actions to prevent future similar accidents as well as review the following:

Representative of CSEA

Representative of CSEA Blue Collar

Representative of PBA

Representative of VPSA

Water Wastewater Superintendent or designee

Highway Superintendent or designee

Town Board Committee Chair as appropriate

Director of Human Resources

Town Comptroller & staff who work with workers compensation matters

Town Engineer will be invited as deemed appropriate

Police Chief will be invited as deemed appropriate

Reporting of accidents

performance of the UHS PPO and PERMA

safety inspection results

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 25, 2022

*general safety and security issues
safety training*

The committee is expected to meet quarterly and to provide updates to the Town Board following its meetings.

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

2. Request for discussion of contracting with Public Sector HR Consultants to conduct a job description project.

Further discussion is needed.

NO – This item will NOT be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

3. Request from Nancy Olmstead, Director of Human Resources, to authorize Cherese Wiesner-Rosales, Museum Director, to appoint Theo Donacik as a Clerk (PT) at \$13.20 per hour for the period July 1, 2022 through August 31, 2022. It is estimated he will work approximately 10 hours per week to allow the Museum to be open to the public for more hours.

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 (FITZGERALD/Ellis)

1. Request to discuss extending the Solar Moratorium within the Town of Vestal.

NO – This item will NOT be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 25, 2022

7.5 PUBLIC SAFETY (MESSINA/Ellis)

1. Request from Stace Kintner, Police Chief, for authorization to transfer asset forfeiture funds to the department training line. This is to cover the cost of recent narcotics training.

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

2. Request from Stace Kintner, Police Chief, for Town Board approval of a donation of expired Ballistic Vests that will be given to those people fighting to defend Ukraine. Historically, these vests would be discarded as they are no longer useful after five years.

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

3. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve awarding the Radio Maintenance Bid as follows:

- Labor for Radio Maintenance to Wirsig Electronics
- Labor for Radio Maintenance to Bush Electronics for the programming of the P25 Radios.
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OK – This item will be placed on the Agenda for a vote at the next Regular Meeting of the Town Board.

4. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve Anthony Mazzeo as a new member of the Vestal Fire Department at Company No. 1.

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

5. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve Joseph Seif as a new member of the Vestal Fire Department at Company No. 1.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 25, 2022

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

6. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve Robert Brocius as a new member of the Vestal Fire Department at Company No. 2.

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

7. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve Molly Hubbard as a new member of the Vestal Fire Department at Company No. 2.

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

8. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve accepting a payment of \$750 for License Agreements for the Fred Singer Training Site from Broome County Fire Chief's Association. Also, to accept payment of \$750 from Town of Owego Fire District (still awaiting Certificate of Liability insurance and 3-year License agreement) and the Endwell Fire District. (still awaiting Certificate of Liability insurance and 3-year License agreement).

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

7.6 ADMINISTRATION (ELLIS/Messina)

1. Request from Cherese Wiesner-Rosales, Museum Director, for the Town Board to approve accepting the grant of \$1000 from the Broome County Arts Council to the Vestal Museum for the 2022 Haudenosaunee festival. The festival will take place on the rail trail on September 17th from 10-5 pm.

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 DRAFT MINUTES

MONDAY, April 25, 2022

2. Request from Cherese Wiesner-Rosales, Museum Director, for the Town Board to approve accepting the grant of \$4000 from the Earlville Opera House to the Vestal Museum for the 2022 Second Saturday Music Series.

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

RECEIVE AND FILE:

UNFINISHED BUSINESS:

NEW BUSINESS:

Town Engineer Vern Myers stated that the soils report indicated less than desirable soils which could impact the cost of the Pool building.

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

1. Candidates for Town Comptroller/Deputy Town Comptroller positions
2. Negotiations with CSEA Blue Collar

ADJOURNMENT

On a motion by Councilwoman Messina, Seconded by Councilman Ellis, the Work Session was adjourned and the Town Board entered into Executive Session. The time was 6:35 pm.

On a motion by Councilwoman Fitzgerald, Seconded by Councilman Donnelly, the Executive Session was adjourned. The Time was 6:55 P.M.