

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, FEBRUARY 11, 2013

In Attendance: Supervisor Schaffer, Board Members Fitzgerald, Milkovich, Marnicki and Majewski

Also Attending: Town Comptroller Laura McKane, Town Attorney David Berger, Human Resource Director Nancy Olmstead, Town Clerk Emil Bielecki, Fire Chief Patrick McPherson and several members of the community.

WORK SESSION – Supervisor Schaffer convened the meeting at 6:00 PM

COMMITTEES

7.1 PUBLIC WORKS

1. Update from Town Engineer, Gary Campo about library solar panels.

Councilman Milkovich, citing a memo from Town Engineer Gary Campo, noted that the solar panels that were placed in service at the Vestal Library in January, 2012, have generated 36,500 kW of energy saving the Town roughly \$3,000 in electricity cost. The solar panel system was fully paid for through a grant from NYSERDA with the use of ARRA funding.

2. Request from Highway Superintendent Brock Leonard, to transfer a 1981 John Deer 550 Bulldozer to the Parks Department

Councilman Milkovich stated that this bulldozer has a value of approximately \$7,000. The Parks Department uses it for various projects. The Water Department also uses it occasionally.

Supervisor Schaffer questioned the need for this piece of equipment in the Parks Department. We need to reduce our inventory of vehicles and equipment.

Councilman Majewski suggested that the cost of operating the bulldozer be split between the Parks and the Water Departments.

Councilwoman Fitzgerald indicated that before this item goes on the agenda for approval, she wants to speak with the Parks and the Water Superintendents about the need for this piece of equipment and the feasibility of sharing the costs.

3. Request from George VerWys to reduce his sewer portion of this bill for 112 Mary Street in the amount of \$57.63, he had a break in a pipe while out of town

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

7.2 FINANCE

1. Warrants	2013 –04	2013 - 05	2013 – 05M
	2013 –04A	2013 – 05A	2013- 06A
	2013 --04E	2013 - 05E	2013- 06

OK - This item will be placed on the Agenda as a Receive and File item at the next Regular Meeting.

2. Request to issue a credit card with a limit of \$2,000 to Supervisor John Schaffer and a credit card with a limit of \$3,000 for IT Director Dan Williams.

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 MINUTES
MONDAY, FEBRUARY 11, 2013

3. Request from Town Engineer, Gary Campo, to dispose of and transfer certain assets as identified in a memo to the Town Board dated January 10, 2013

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

4. Request to pay \$2650.00 to Town Attorney for January 2013 billable hours

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

5. Request to award Operating Engineering Uniform bid to "LogoWise"

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

Authorization to Attend the New York State Association of Towns Annual Conference

Supervisor Schaffer informed the Board of his intention to attend the conference in order to participate in the discussion of some important items, particularly concerning gas drilling.

Councilman Majewski asked the Supervisor where the money is coming from for this trip and why no request was made to the Board to authorize it.

Supervisor Schaffer responded that this came up rather quickly and he was not able to address it before this meeting. He also noted that money was put aside in the Contingency line for possible use to attend this conference. It was also noted that Town Justice Meagher was attending the conference but it was unclear what funding was being requested.

Comptroller Laura McKane will prepare the motion for the Board to authorize the necessary transfer of funds for Supervisor Schaffer and Town Justice Meagher to attend this conference.

7.3 **PERSONNEL** - no items were addressed

7.4 **PLANNING & ZONING**

1. Request from P.E.O. to use the library parking lot on April 24, 2013 for a Doug's Fish Fry Fundraiser

Several Board Members asked about what this organization did and what connection it had with Vestal.

Councilwoman Fitzgerald stated that the organization supports education for women but that she would get more details about it to the Board prior to the Regular Meeting on Wednesday.

2. Request from Vestal Central School District 10th Grade Class to use the library parking lot for a Gance's Restaurant Fundraiser on March 1, 2013

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

3. Request from Tracy Creek Memorial Church to use the library parking lot on May 4, 2013 for a Phil's Chicken BBQ fundraiser for their 175th year Celebration.

Councilman Majewski noted that there are numerous other activities being planned at the site in addition to the chicken barbeque and asked that a representative from the church be invited to attend a Work Session to provide additional details and answer questions.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, FEBRUARY 11, 2013

7.5 PUBLIC SAFETY

1. Request to the Board of Fire Commissioners to approve the following fire personnel to attend the following trainings

- a) Keith Chason and Ben Schwartz to attend Fire Fighter I at West Corners Fire Dept that started January 3
- b) Tyler Vandervort and Sacha Sigleman Schwartz to attend Conducting Live Fire Training February 7 at the Broome County Public Safety Building

There is no cost for these NYS Outreach Courses.

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

2. Request to the Board of Fire Commissioners for Hugh Reynolds and Susan Bowen to attend Legal Issues of the Volunteer Fire Service at NYS Fire Academy in Montour Falls February 9th and 10th. The cost of this course is \$41.00 each which includes Registration and Meals plus mileage if a Fire Department vehicle is unavailable.

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

3. Request to the Board of Fire Commissioners to hold a Defensive Driving Course on Tuesday and Thursday, March 5th and 7th from 6pm to 9pm and Saturday March 16th from 8:30am to 3:30pm at Vestal Station #1. The cost of the course is \$25 for Department, Auxiliary Members and Town Employees to which will come out of each respective budget lines. For family and non Fire Department Members the cost is \$30.00.

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

4. Request from the police to department to dispose of items listed in the memo from Lt. Golluscio dated January 29, 2013.

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

7.6 ADMINISTRATION

Several Board Members noted that the Father and Daughter Ball held a last Saturday was a tremendous success with over 360 attendees.

RECEIVE AND FILE:

1. NYS Department of Environmental Conservation Notice of Intent dated January 28, 2013
2. Resignation letter from Jeffrey Smith, Volunteer Member and Chairman of the Vestal Historic Preservation Commission
3. 2012 Annual Report – Historian – Margaret Hadsell (available for review in the Clerk’s office)

NEW BUSINESS

1. Supervisor Schaffer informed the Board that bids for the appraisal work on the flood buyout properties are being reviewed and that things are progressing well with the buyout program.
2. Comptroller McKane stated that the IT Director provided additional details about for the previously approved budget transfers for needed upgrades and asked the Board to amend the previous resolution (R014-13) to reflect the changes. The revisions would not change the amount of the appropriated fund balance.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, FEBRUARY 11, 2013

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

3. Supervisor Schaffer acknowledged the receipt of a packet of information and a petition concerning issues in the Twin Orchards neighborhood and stated that the Town Attorney and the Code Department are reviewing it.

UNFINISHED BUSINESS

1. Code of Ethics

Supervisor Schaffer indicated that there are no changes being recommended to the existing Code of Ethics but that the document would be posted and all employees would be asked to read the document and acknowledge it with their signatures. Human Resource Director Olmstead stated that she would address it at the next department head meeting.

2. Procurement Policy - there was no discussion of this item

3. Cold Storage Facility

Supervisor Schaffer stated that Town Engineer Campo is working to provide additional information that was requested at a previous meeting.

4. Light District

Supervisor Schaffer stated that Town Engineer Campo is working with the Assessor and the Comptroller to identify the properties in question and provide a monetary figure of the impact that the proposed change would have.

5. Hazard Mitigation Plan

Board Members are being asked to review the Vestal annex portion of the Hazard Mitigation Plan that has been prepared by Broome County. The public comment portion ends on February 23rd after which time the plan will need to be approved by the Town Board.

SUPERVISOR'S ANNOUNCEMENTS

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

Vestal Fire Department Membership for **Station 2's Firemen Breakfasts and Station 2's Ladies Auxiliary Soup and Salad Dinners** being held on following dates at Vestal Fire Department Station #2.

Auxiliary Soup and Salad - 2/23, 3/16 - Time: 4:00 pm till gone

Firemen's Breakfast - 4/14 - Time: 7:00 am till 11:30 am

EXECUTIVE SESSION

On a motion of Councilman Marnicki, seconded by Councilman Milkovich, the following was

ADOPTED Ayes 5 Majewski, Fitzgerald, Milkovich, Marnicki, Schaffer

Nays 0

Resolved the Board enter into Executive Session for the purpose of discussing contract negotiations with the CSEA bargaining unit. The time was 6:48 PM.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, FEBRUARY 11, 2013

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

ADOPTED Ayes 5 Majewski, Fitzgerald, Milkovich, Marnicki, Schaffer
Nays 0

Resolved the Board leave the Executive Session and adjourn the Work Session. The time was 7:59 PM.

Respectfully submitted,
Emil Bielecki, Town Clerk