

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, NOVEMBER 17, 2014

In Attendance: Supervisor Schaffer and Board Members Fitzgerald, Majewski and Messina.

Also Attending: Comptroller Laura McKane, Town Attorney David Berger, Human Resource Officer Nancy Olmstead, Town Clerk Emil Bielecki and 4 members of the general public.

The Work Session was convened by Supervisor Schaffer at 6:00 PM.

UPCOMING PUBLIC HEARING

Public Hearing on 2015 Preliminary Special District Budget- Wednesday, November 19, 2014 at 6:00 PM.

COMMITTEES

7.1 PUBLIC WORKS

1. Discuss letter from Janice Hallock concerning a utility bill in the amount of \$956.69 for a vacant house at 2213 Vestal Road.

Councilman Majewski noted that Joint Sewage Treatment Plant no longer gives us credit for flow that did not enter the sewer system. In response to that change, the Town Board recently adopted a policy where it will no longer grant sewer rent reductions in instances where there was an accidental increase in water usage but the water did not enter the sewer system. We established a policy and we should stick to it. Board members Messina and Fitzgerald expressed the same sentiment.

Supervisor Schaffer suggested that perhaps some adjustment could be considered to average out the sewer bill.

After a brief discussion, the consensus of the Board was to reject giving further consideration to this request.

7.2 FINANCE

1. Warrants: 2014-39, 2014-39E, 2014-41, 2014-41E, 2014-45, 2014-45E, 2014-46, 2014-46D, 2014-46E

OK – This item will be placed as a ‘Receive and File’ on the Agenda for the next Regular Meeting.

2. Request to pay Town Attorney David Berger \$3087.50 for billable hours for the month of October, 2014.

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

3. Request from Town Attorney David Berger for authorization to sign retainer agreement with the law firm of Greene, Hershendorfer & Sharpe for the Wayne Hicks vs. Town of Vestal lawsuit.

Town Attorney Berger stated that this action is in response to a recently filed Federal lawsuit against the Town.

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

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7.3 PERSONNEL

1. Request from Human Resource Office Nancy Olmstead to discuss vacation carryover.

Human Resource Officer Nancy Olmstead noted that she sent a memo out in October concerning vacation carryover requests. Only one request came in which is a good sign that the Board's firm policy on this issue is producing the desired results. The one request came from an employee who is covered under the Operating Engineers contract. The language in that contract simply requires that the request be reviewed by the Employee Committee. This language should be revisited in future contract negotiations.

2. Request for authorization to approve the Tentative Agreement between the Town of Vestal and the Vestal PBA reached on October 30, 2014 and to authorize the Town Supervisor to sign the resulting collective bargaining agreement.

Human Resource Officer Nancy Olmstead noted that under the new contract, the Town will achieve some savings in health insurance and in the payout of the uniform allowance. The PBA bargaining unit has ratified the contract.

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

3. Request from Tax Collector Debra Wallace to hire temporary employees for the upcoming tax season (December 22, 2014 through April 17, 2015), as per her memo dated November 13, 2014.

Human Resource Officer Olmstead noted that this is a recurring request to provide for assistance in getting out the annual tax bills. The rate of pay is the same as last year.

Councilwoman Messina asked how the people are selected for this work. Human Resource Officer Olmstead replied that they are selected by the Department Head.

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

1. Request from Town Engineer Gary Campo to add an exemption to the Noise Ordinance for emergency generators: Section 24-726(g) (6) – Generation of electricity during generator testing and power outages.

Town Attorney Berger noted that this action would have to be done by Local Law (requiring time and expense) and wonders if this is such a problem that it requires immediate Board action.

The Board asked Councilwoman Messina to contact Town Engineer Gary Campo for additional details about this request and to report back to the Board.

2. Request from Town Attorney David Berger, in a memo dated 11/12/14, to authorize the Town Supervisor to sign a permanent easement for 473 Echo Road.

Town Attorney Berger noted that we are doing this easement to accommodate the seller of

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the property. This deals with a pre-existing condition and will have no negative impact on the Town.

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

7.5 **PUBLIC SAFETY** – no items were brought for the Board’s consideration

7.6 **ADMINISTRATION** - no items were brought for the Board’s consideration

UNFINISHED BUSINESS

1. Kopernik Tower

The Town is to submit to the County information about the users of the existing tower at Andrews Road so that bid specs could be prepared for the construction of a new tower at that location.

Update on 11/3/14: IT Director Dan Williams has provided the requested information to the County.

2. Replacement of Fire Station 4

The Town and the Fire Department are continuing to explore less costly alternatives for the replacement of the Station 4 building.

Update on 11/17/14: A meeting has been scheduled at Station 4 on Thursday, Nov. 20th at 6:30 PM to hear a presentation from a contractor.

3. Purchase of Town land by Vestal Veterinary Hospital

In a letter dated 9/9/14, the Vestal Veterinary Hospital has submitted a formal bid of \$5,000.

Update on 11/17/14: Negotiations are under way.

4. Request to accept from DiRienzo Brothers Bakery a gift of the land parcel known as 561 Vestal Parkway West, Tax Map #173.21-1-4, containing approximately 0.16 acres of land. Town Attorney David Berger is waiting for return of one additional item having to do with a search for liens or judgments.

5. Transfer of Vestal Emergency Squad 1997 pick-up truck to the Town in exchange for \$12,000 in payment due on the squad building.

Supervisor Schaffer stated that the Town has received an independent valuation of this vehicle that establishes a value above \$12,000. By retrofitting this vehicle for use as a salt truck in the Parks Department, the Town could save us up to \$50,000 in capital expenditures. The Comptroller was asked to prepare the motion with the appropriate fiscal language for the transfer agreement.

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

SUPERVISOR'S ANNOUNCEMENTS:

- **Public Hearing on 2015 Preliminary Special District Budget-** Wednesday, November 19, 2014 at 6:00 PM.
- **Leaf Pick Up** – until snow falls. Place leaves along the curb but **AWAY FROM STORM DRAINS!** No yard waste or branches. For more information contact Highway Department 607-785-4616
- **Winter Parking Reminder** – Parking of vehicles is prohibited on all Town and County roads in Vestal between the hours of 2:00 AM TO 6:00 AM from December 1st through March 31st.

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2015 Special Districts Budget Review

Comptroller Laura McKane distributed for Board review a copy of the Powerpoint presentation that she plans to use at the Public Hearing on the 2015 Special Districts Budget (Water, Sewer, Lighting and Drainage). She noted that there are no rate increases in the Special Districts for 2015. She also presented some adjustments that were made to the 2015 Preliminary Water and Sewer District Budgets.

2015 Preliminary Town Budget Review

Comptroller McKane provided the Board with additional changes to the 2015 Preliminary Town Budget that are being made primarily to provide the funding for hiring of a new police officer starting March 10, 2015. The bulk of the funding for the new police officer position would be coming from reductions in the Highway budget (not replacing an employee who has not worked for 2 years, reduction in the paving line).

The Board accepted the following changes to the 2015 Preliminary Budget as presented by Comptroller McKane:

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Changes to Preliminary Budget as of 11-17-14

Appropriations

11/10/2014 16:20 | TOWN OF VESTAL
 Imckane | NEXT YEAR BUDGET LEVELS REPORT
 2015 BUDGET

			2015 PRELIM	2015 FINAL	CHANGE
A1410	4440	Machine Maint. & Leases	\$2,300	\$2,000	-\$300
A3120	1000 *	New Wages	\$0	\$50,682	\$50,682
A3120	1010	Salaries	\$2,424,000	\$2,460,054	\$36,054
A3120	1035	Shift Premiums	\$56,355	\$57,000	\$645
A3120	4180	Uniform & Clothing Allow.	\$44,000	\$17,500	-\$26,500
A9010	8401	NYS Retirement	\$425,000	\$420,000	-\$5,000
A9010	8402 *	NYS Retirement-Police	\$600,000	\$604,540	\$4,540
A9030	8403 *	FICA	\$401,000	\$394,880	-\$6,120
A9901	9002 *	Transfer to Health Ins. Fund	\$2,097,505	\$2,099,268	\$1,763
TOTAL		General Fund			\$55,764
L7410	1020 *	Part-time Wages	\$226,000	\$231,000	\$5,000
L9901	9002	Transfer to Health Ins Fund	\$49,760	\$49,660	-\$100
TOTAL		Library Fund			\$4,900
D5110	1020 *	Wages	\$1,197,376	\$1,148,866	-\$48,510
D5112	2156	Guide Rails	\$5,000	\$1,000	-\$4,000
D5112	2151 *	Paving	\$242,000	\$206,000	-\$36,000
D9901	9002	Transfer to Health Ins Fund	\$733,415	\$732,000	-\$1,415
TOTAL		Highway Fund			-\$89,925
GRAND TOTAL					-\$29,261

* Changes after 11/10/14 work session.

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Changes to Preliminary Budget as of 11-17-14

Non-RPT Revenue

2015 BUDGET

			2015 PRELIM	2015 FINAL	CHANGE
A2802	2802	Cons. W.#1 Transfer	\$170,312	\$179,247	\$8,935
A2803	2803	Cons. Sewer #1 Transfer	\$42,578	\$44,812	\$2,234
TOTAL General Fund					<u>\$11,169</u>
L1011	1011 *	Appropriated Fund Balance	\$35,000	\$40,000	\$5,000
TOTAL Library Fund					<u>\$5,000</u>
D2665	2665	Sale of Equipment	\$0	\$5,000	\$5,000
TOTAL Highway Fund					<u>\$5,000</u>
GRAND TOTAL					<u>\$21,169</u>

2015 BUDGET

Water and Sewer District Changes to Preliminary Budget

Appropriations			2015 PRELIM	2015 FINAL	CHANGE
W8310	4500	Tn.Gen.Personnel Services	\$170,312	\$179,247	\$8,935
W8330	3009	Well Improvements	\$141,000	\$79,475	-\$61,525
W8340	2100	Operational Equip & Cap Outlay	\$0	\$50,000	\$50,000
W9030	8403	FICA	\$66,340	\$65,745	-\$595
W9901	9002	Transfer to Health Ins Fund	\$312,570	\$316,120	\$3,550
TOTAL Spec. Dist.-Cons.Water					<u>\$365</u>
S8110	4500	Tn.Gen.Personnel Services	\$42,578	\$44,812	\$2,234
S8130	4582	Pay to Bing-JC Sewer Bd.	\$2,000,000	\$1,962,766	-\$37,234
TOTAL Spec.Dist.-Cons.Sewer#					<u>-\$35,000</u>
Estimated Revenue			2015 PRELIM	2015 FINAL	CHANGE
W2144	2144	Water Misc.Services Revenue	-\$25,000	-\$25,365	-\$365
TOTAL Spec. Dist.-Cons.Water					<u>-\$365</u>
S2120	2120	Sewer Rents	-\$2,805,000	-\$2,770,000	\$35,000
TOTAL Spec.Dist.-Cons.Sewer#					<u>\$35,000</u>

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The summary of the 2015 Preliminary Budget, as amended, is as follows:

BUDGET SUMMARY AT 11-17-2014

	APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCES & DEBT RESERVES	TAXES TO BE RAISED	TOTAL REVENUES & OTHER SOURCES
General Fund	\$10,732,056	\$5,519,100	\$30,001	\$5,182,955	\$10,732,056
Library Fund	\$679,076	\$108,446	\$40,000	\$530,630	\$679,076
Highway Fund	\$5,360,380	\$2,766,431	\$92,637	\$2,501,312	\$5,360,380
Fire General Fund (Incl. Foam Dist.)	\$1,181,018	\$10,500	\$80,793	\$1,089,725	\$1,181,018
Special District Funds:					
Consolidated Water District #1	\$3,253,524	\$2,902,129	\$26,077	\$325,318	\$3,253,524
Consolidated Sewer District #1	\$3,328,509	\$2,838,540	\$3,796	\$486,173	\$3,328,509
Central Light	\$254,400	\$0	\$8,600	\$245,800	\$254,400
Drainage Districts	\$99,732	\$657	\$0	\$99,075	\$99,732
Debt Service Funds:					
Water Districts	\$17,559	\$0	\$376	\$17,183	\$17,559
Sewer Districts	\$2,550	\$0	\$40	\$2,510	\$2,550
Internal Service Fund:					
Health Insurance (net of interfund trans.)	\$416,703	\$243,298	\$173,405		\$416,703
Expendable Trust - LOSAP (net of interfund trans.)	\$73,272	\$100	\$73,172		\$73,272
TOTALS	\$25,398,779	\$14,389,201	\$528,897	\$10,480,681	\$25,398,779
			Tax Cap	-\$10,482,618	
			Amount under the tax cap	-\$1,937	

2015 TOWN TAX RATE		
GENERAL FUND	\$	2.8500
LIBRARY FUND	\$	0.2918
HIGHWAY FUND	\$	1.3743
SUB-TOTAL	\$	4.5161
FIRE GENERAL FUND	\$	0.5740
TOTAL	\$	5.0901

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TOWN OF VESTAL

2015 BUDGET TOWNWIDE FUNDS - with revisions 11/17/14

FUND	2014 Taxes Raised	2015 Prelim. - Revised Budget Appropriations	Estimated Non Real Property Tax Revenue	Appropriated Reserves & Fund Bal Used	Preliminary Budget Real Property Taxes to be Raised	2015 Tax Rates Per \$1,000 of Assessment	% Change in Tax Rate 2014 to 2015	Increase per \$1,000 of Assessment
General Fund	\$4,870,610	\$10,732,056	\$5,519,100	\$30,001	\$5,182,955	\$2.8500	6.13%	\$0.1645
Library Fund	\$502,983	\$679,076	\$108,446	\$40,000	\$530,630	\$0.2918	5.22%	\$0.0145
Highway Fund	\$2,402,883	\$5,360,380	\$2,766,431	\$92,637	\$2,501,312	\$1.3754	3.81%	\$0.0505
TOTALS	\$7,776,476	\$16,771,512	\$8,393,977	\$162,638	\$8,214,897	\$4.5172	5.35%	\$0.2295
	% Increase in Spending 1.7%				% Increase in Levy 5.6%			

Tax Increase for Home with (\$100,000 AV) \$22.95
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Full Value 2014 = \$1,813,682,142
 Full Value 2015 = \$1,818,563,783

If this amended 2015 Preliminary Budget is adopted as the Final 2015 Town Budget, it will result in an increase in the tax levy of 5.6%. The tax levy would still fall under the state mandated tax cap by \$1,937 because of the relatively large amount of rollover from the prior year. For a home with an assessed value of \$100,000, the tax increase would amount to \$22.95.

It is expected that the Board is will vote to adopt this amended Preliminary Budget as the 2015 Final Town Budget at the next Regular Meeting on Wednesday, November 19, 2014.

EXECUTIVE SESSION

On a motion of Councilman Majewski, seconded by Councilwoman Messina, the following was **ADOPTED** Ayes 4 Fitzgerald, Majewski, Messina, Schaffer
 Nays 0

Resolved the Board enter into Executive Session for the following purpose:

- Discuss labor negotiations concerning the open Operating Engineers and Police Supervisors contracts.
- Discuss a potential SEC compliance issue.

The time was 7:20 PM.

On a motion of Councilwoman Fitzgerald, seconded by Councilwoman Messina, the following was **ADOPTED** Ayes 4 Fitzgerald, Messina, Majewski, Schaffer
 Nays 0

Resolved the Board leave Executive Session and **adjourn the Work Session. The time was 7:34 PM.**

Respectfully submitted,
 Emil Bielecki, Town Clerk