

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, JULY 17, 2017

Board Attendance: Supervisor Schaffer; Board Members: Agneshwar, Messina, Fitzgerald, Majewski

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Director of Human Resources Nancy Olmstead, Town Clerk Emil Bielecki and 4 people from the general public.

Supervisor Schaffer **convened the Work Session at 6:03 PM.**

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

1. Request from Water & Wastewater Superintendent Scott Groats to award the following bids:

- A) Pipebursting:** Jones Specialty Group
Bid Price: \$548,530.00
- B) Water Chemicals:** Slack Chemical Company
Hydrofluosilicic Acid (Fluorosilicic Acid) Bid Price: \$5.32 per Gallon
Sodium Hypochlorite Bid Price: \$1.54 per Gallon
- C) Water Chemicals:** JCI Jones Chemical
Chlorine 150# Bid Price: \$0.60 per pound
Chlorine 2000# Bid Price: \$0.435 per pound
- D) Third Avenue Sanitary Sewer:** G. DeVincentis
Bid Price: \$110,770

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

2. Request from Water & Wastewater Superintendent Scott Groats to advertise on July 26, 2017 for the Fluoride Equipment Project and Liquid Polymeric Phosphate. The bids are to be opened on August 15, 2017 at 2:00 pm and 2:10 pm respectively.

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

7.2 FINANCE (AGNESHWAR/Fitzgerald)

1. Warrants: 2017-27, 2017-27E, 2017-28, 2017-28E

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

2. Request to adopt the following resolution:
RESOLUTION OF INTENT REGARDING THE TEMPORARY
EXPENDITURE OF GENERAL FUND MONIES PRIOR TO THE PROPOSED
SALE AND ISSUANCE OF GENERAL OBLIGATION BONDS AND/OR
NOTES OF THE VESTAL FIRE DISTRICT IN THE TOWN OF VESTAL,
BROOME COUNTY, NEW YORK, IN THE AGGREGATE PRINCIPAL
AMOUNT NOT EXCEEDING \$250,000 IN CONNECTION WITH PLANNING
THE CONSTRUCTION OF A NEW FIRE STATION, IN AND FOR SAID
FIRE DISTRICT.

Supervisor Schaffer noted that similar spending authorization was approved by the Board previously but it was never implemented.

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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3. Request to adopt the following resolution:

Resolution authorizing the Town Supervisor acting as Town of Vestal Fire Commissioner, to enter into a letter of intent/and or contract with the American Legion Post #89 to purchase the property located at 118 Jensen Road, Vestal NY for the purpose of the relocation of Vestal Fire Station 4 in an amount not to exceed \$600,000. Said contract will be contingent upon passage of a referendum for the purchase price and renovations to be made thereon, and a contract acceptable to the Town Attorney.

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

4. Request to hire Real Estate Appraisal Consultant Kenneth G. Frommer to appraise the property located at 112 Clayton Ave. (Tax Map # 157.18-2-8) at a cost of \$2,950.00. The appraisal is to assist the Town in litigation settlement negotiations pertaining to the pending certiorari case.

Councilman Majewski stated that we should make more of an effort to hire Vestal based appraisers and to seek additional quotes for such work.

Town Attorney Berger noted that Mr. Frommer was selected because we have used him in the past and found his work to be good and his prices to be reasonable. However, if the Board so chooses, he could seek additional quotes for this appraisal.

After a brief discussion, the Board decided not to act on this item at this time and requested to Town Attorney to get several more quotes for this appraisal.

5. Request to pay Town Attorney David Berger \$1,062.50 for the June 2017 billable hours.

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

6. Request from Deputy Comptroller Nick Angeline to complete budget transfers dated January to June 2017 as attached to his memo to the Town Board dated 7/12/17.

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

7. Request to approve an Addendum to the Agreement between CMA (Communication Management Associates) and the Town of Vestal as follows:

The intent of this addendum is to clarify that CMA, Inc. is in a position to investigate additional revenue opportunities for the Town of Vestal relative to its new telecommunications tower; Therefore, it is further agreed that:

1. CMA, at its sole expense, shall investigate for the benefit of the Town, opportunities for subleasing components of the Town's tower to third parties. Any such opportunity is expressly subject to Town approval by the Code and Engineering departments and the Vestal Town Board.
2. CMA, at its sole expense, will bring all opportunities to the Board for its review and if the Board should approve and accept any of these opportunities, CMA shall be entitled to receive 20% of the gross receipts for the duration of the agreement and 5% if a capital opportunity should exist in the sale of the tower or any tower in the town's inventory.
3. CMA understands that any opportunity shall not interfere with any 911, police, fire or emergency services or any other equipment associated with such services located on the tower.
4. CMA agrees that the Town is under no obligation to accept any of CMA's recommendations or opportunities presented under this agreement and that the Town remains free to seek and

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accept other opportunities that may be offered, whether or not CMA procures the same, and that CMA is not entitled to any fees related to such opportunities.

5. Both parties agree that the terms and conditions of the underlying agreement remain in full force and effect.

Councilwoman Agneshwar asked the Town Attorney if he reviewed this addendum and whether it provided adequate protection for the Town. Town Attorney Berger replied that he wrote the addendum (which will enable the Town to generate additional revenue) and feels that it provides adequate protection.

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/Agneshwar)

1. Request from Recreation Planner Sue Jastran to hire Lacrosse, Softball and Volleyball Camp labor as listed in her memo to the Town Board dated July 13, 2017.

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 (MESSINA/Fitzgerald)

1. Request from Dr. Sanjay Kamodia to rezone 2500 Vestal Parkway East from Residential Office (RO) to General Shopping District (C-1).

Supervisor Schaffer stated that this rezoning request does not appear to have enough support on the Board to proceed. Instead, he suggested that the applicant may consider going to the Zoning Board of Appeals to seek a use variance for the proposed use of the property.

7.5 PUBLIC SAFETY (MAJEWSKI/Messina)

1. Request from Fire Chief David Harrington to approve Thomas Risoli as a member of the Vestal Fire Department at Company # 2.

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

7.6 ADMINISTRATION (MESSINA/Majewski)

1. Request from Director of Information Technology Dan Williams for approval to scrap various hardware equipment as identified in the list attached to his memo to the Town Board dated 7/11/17. The list contains computers, printers, backup hardware, kvm switch and the old phone equipment. The items have no value to the Town and will be taken to a local scrap recycler for proper disposal.

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

UNFINISHED BUSINESS

1. Employee Handbook updates

Human Resources Director Nancy Olmstead distributed the proposed amendments to the Employee Handbook (proposed changes for 7/17/17) which largely reflected the changes that were discussed by the Board at a previous Work Session. She also noted that the IT Director is working on changes to the Computer Use Policy. At a later time, she will also ask the Board to discuss in Executive Session some changes in the health benefits for retirees. As these action items are completed and approved by the Board, a final vote can be taken to approve the entire package.

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2. Gateway Sign applications

Supervisor Schaffer stated that he would like to conclude the discussion of this topic and for the Board to make a final decision on the pending applications. At the previous Work Session, the majority opinion was that 2 panels represented one sign. However, he recommends that the Board approve only one additional gateway sign and not take any action on additional sign requests. Based on the scoring system that the Board used to rank the pending gateway sign applications, the application submitted by Jax Sign, Inc. at 4657 Vestal Parkway East (Matthews property) should be selected for approval. All Board members except Councilman Majewski stated that they could agree to this *one and done* compromise.

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

NEW BUSINESS

1. Councilman Majewski asked the Board to approve the following at the next Regular Meeting:

Motion to accept a grant from the Governor's Traffic Safety Committee in the amount of \$5,000 to participate in the statewide Police Traffic Service Program. The goal of the grant is to increase seat belt usage and reduce dangerous driving behaviors.

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

2. Councilwoman Fitzgerald asked the Board to approve the following at the next Regular Meeting:

Motion to approve hiring Joseph D'Esti, 145 Juneberry Rd., Vestal, as Basketball Camp Instructor at a pay rate of \$180.00 salary.

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

Motion to accept a donation of \$1,000 from the Vestal Youth Lacrosse League. This donation is to be used for activities at the Fall Festivals on the Rail Trail, Saturday, September 23, 2017.

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

3. **Receive and File:** Supervisor Schaffer read a letter received from Donald & Theresa Westcott congratulating the performance of the Vestal Community Band at the Oakdale Mall. The letter noted that the Vestal Community Band is wonderful ambassador for our Town and that the funds to support this group are well invested.

The Work Session was adjourned at 7:10 PM.

Respectfully submitted,
Emil Bielecki, Town Clerk