

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, MARCH 26, 2018

Board Attendance: Supervisor Schaffer; Board Members: Fletcher, Messina and Fitzgerald

Absent: Majewski

Also Attending: Town Attorney David Berger, Town Comptroller Laura McKane, Director of Human Resources Nancy Olmstead, Police Chief John Butler, Town Clerk Emil Bielecki and 2 people from the general public.

Supervisor Schaffer **convened the Work Session at 6:00 PM.**

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

1. Request from Water/Wastewater Superintendent Scott Groats to approve the hiring of Scott Zaino as Laborer, effective Monday, April 23, 2018, at the 2017 hourly rate of \$14.72 per hour, pending passing a drug and alcohol screening. A background check has already been performed.

Scott has a background in mechanics, plumbing and HVAC experience. The salary will come from budget line item 8340-1020.

Councilman Fletcher asked if the hiring of this person was backfilling a vacancy. Human Resources Director Nancy Olmstead stated that this hire is likely replacing an employee from the Water/Wastewater Department who was recently appointed as a Police Officer.

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 for approval of the two quotes received for the replacement of the two pumps at Lyndale Booster Station.

In a memo to the Chairwoman of the Public Works Committee dated 3/20/18, Water/Wastewater Superintendent Scott Groats provided the following backup information concerning the pumps at the Lyndale Booster Station:

Recent inspection of the station revealed that the pump housings are wearing out from the inside. These pumps are critical to providing water to the higher elevation in the area. The purchase of these pumps was not anticipated in the operating budget therefore I would also request the Board approve the use of fund balance not to exceed \$50,000.00.

Supervisor Schaffer stated that there has been some difficulty in getting 3 quotes because these pumps were built site specific. Town Attorney David Berger and Comptroller Laura McKane both stated that the cost of these pumps requires that this purchase be done through the bidding process. After a brief discussion, Supervisor Schaffer asked Councilwoman Fitzgerald to inform the Water/Wastewater Superintendent of the need to go to bid and to provide the proposed dates for publication and bid opening so that it can be approved by the Board as the next Regular Meeting on Wednesday.

*Town Clerk's Note: the tentative date for advertising for the Lyndale Pump Package is April 4, 2018 with bid opening on April 23, 2018.

7.2 FINANCE (MESSINA/Fletcher)

1. Warrants: 2018-11, 2018-11E, 2018-12, 2018-12A, 2018-12E

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

2. Request from Town Comptroller Laura McKane for authorization to sign the renewal agreements with Excellus for stop loss insurance and health plan administration from April 1, 2018 thru March 31, 2019.

In a memo to the Town Board dated 3/15/18, Comptroller McKane provided the following background information concerning these agreements:

Excellus requires us to purchase the stop loss insurance from them. This is a pooled product and therefore, we are not experience rated for this. They are calling for a 10% increase which is what I had projected for budgeting based on Doug Bulman’s recommendations and his knowledge of the industry. Excellus stated that the increase is based on their book of business which is seeing increased exposure due to increased usage of and cost of specialty medications.

The plan administration renewal is calling for a 3.25% increase in the per contract fee (roughly a \$4,000 annual increase). However, I was able to negotiate the elimination of the security requirement. This required the town to purchase a Letter of Credit from a bank providing Excellus additional protection in paying the town’s health care costs should we cancel our contract. They were satisfied with the overall financial condition of the town and the town’s health plan to drop this requirement. This will save the town approximately \$1,400 annually. This drops the increase to a net of about 2%.

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

3. Request from Comptroller Laura McKane to adopt Bonding Resolutions as follows:

- \$100,000 for Arnold Park Road/Parking Lot Reconstruction.
- \$85,000 for Reconstruction of Barlow Park Playground.
- \$104,000 for Purchase/Installation of LED Street Lights.
- \$585,000 for Purchase of Equipment for Maintenance Purposes.
- \$66,000 for Town’s Share of Pedestrian Improvement Project on Clayton Avenue.
- \$75,000 for Reconstruction of Town Hall.
- \$800,000 for Reconstruction/Resurfacing of Various Roads.

Councilwoman Messina noted that all of these projects are part of the Capital Budget that was reviewed and approved by the Board at the last Work Session.

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

7.3 **PERSONNEL** (MAJEWSKI/Fitzgerald) – no items were brought for consideration.

7.4 **PLANNING & ZONING** (FLETCHER/Fitzgerald) – no items were brought for consideration.

7.5 **PUBLIC SAFETY** (MESSINA/Majewski)

1. Request from the Fire Department for the Fire Commissioners’ to accept the usage of the Fred Singer Training Site by Monroe Hose Company on May 6, 2018 at a cost of \$100 per day.

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

7.6 **ADMINISTRATION** (MAJEWSKI/Messina) – no items were brought for consideration.

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NEW BUSINESS

1. Supervisor Schaffer stated that there have been some recently reported cases of brush burning in the Town and wants to inform the public that the NYS Department of Environmental Conservation (DEC) has issued a ban on residential brush burning from March 16 through May 14. Due to the lack of snow cover, and with rising temperatures forecasted for the coming weeks, conditions for wildfires could be heightened.

2. Stephanie Mitsakos, a Vestal resident and school counselor at Glenwood Elementary School, has requested permission to install and maintain a *Little Free Library* at Arnold Park. This is a “little house” where children and adults can share free books. Supervisor Schaffer stated that he supports this project and asked the Board to authorize it subject to the approval of the location and the installation specs by the Parks Superintendent.

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

3. Supervisor Schaffer informed that Board that he has received a proposal to construct a storage mall in the vicinity of Chuckster’s and the new Sports Complex on the Vestal Parkway. He asked the Board for any input before he refers this proposal to the Town Engineer and the Code Department.

RECEIVE AND FILE

- Minutes of the Fire Advisory Board Meeting on February 19, 2018.

EXECUTIVE SESSION

On a motion of Councilwoman Messina, seconded by Councilman Fletcher, the following was

ADOPTED Ayes 4 Fletcher, Fitzgerald, Messina, Schaffer
Nays 0 Absent 1 Majewski

Resolved the Board enter into Executive Session to discuss the following:

- Labor negotiations with the Operating Engineers and CSEA bargaining units.
- Potential litigations concerning the Planet 3 Extreme Air Park on Jensen Rd.
- Personnel issue concerning employees in the Police Department.

The time was 6:20 PM.

On a motion of Councilman Fletcher, seconded by Councilwoman Messina, the following was

ADOPTED Ayes 4 Fletcher, Fitzgerald, Messina, Schaffer
Nays 0 Absent 1 Majewski

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 7:16 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk