

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, AUGUST 20, 2018

Board Attendance: Board Members: Majewski, Messina, Fitzgerald, Fletcher
Absent: Supervisor Schaffer

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Director of Human Resources Nancy Olmstead, Town Clerk Emil Bielecki and 3 people from the general public.

Councilman Majewski **convened the Work Session at 6:00 PM.**

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Majewski)

Councilman Majewski stated that an item has come up from the Water/Wastewater Department that requires quick action from the Town Board in order to meet a deadline for a grant application. The application is for a Water Infrastructure Improvement Grant (WIIA) that can fund upwards of 60% of the project cost. The project is the Old Vestal Road and Bunn Hill Road Water Main Project which shall include the installation of nearly 3,900 feet of new water main, appurtenances and associated restoration to provide domestic supply and fire protection redundancy within the system. The redundancy is necessary to prevent further water system interruption to critical facilities within the Town. Hunt Engineering is preparing the WIIA application for the Town.

So as not to miss the deadlines, the Board will need to adopt the *Order calling for a Public Hearing* on the question of the increase and improvements of the facilities of Consolidated Water District No. 1 in the Town of Vestal consisting of the construction of improvements to and reconstruction of the water mains on Old Vestal Road and Bunn Hill Road and expenses in connection therewith at a maximum estimated cost of \$1,350,411. The Order calling for a the Public Hearing shall be advertised on August 29, 2018 with the Public Hearing to be held on September 7, 2018 at 9:30 AM.

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 /Fletcher)

1. Warrants: 2018-32, 2018-32C, 2018-32E, 2018-33, 2018-33E

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

2. Request from Police Lieutenant Christopher Streno to accept a grant in the amount of \$5,000 from the Broome County District Attorney’s office to be used for drug enforcement operations.

In a memo to the Town Board, Lieutenant Streno notes that the Grant is open-ended so that funds can be added by the District Attorney’s office as needed.

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

3. Request from Deputy Comptroller Nick Angeline to make budget transfers dated for August 6, 2018 – August 16, 2018 at attached to his memo to the Town Board dated August 16, 2018.

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 (MAJEWSKI/Fitzgerald)

1. Request from Recreation Planner Sue Jastran to hire Patrick Harnan as a pool director starting August 23, 2018 at a rate of \$12.90/hr.

Councilwoman Fitzgerald explained that Mr. Harnan is filling in for management for the remainder of this summer starting August 23. Due to college schedules of the other managers, and the requirement to have a manager with two years' experience, we had to look for this alternative. He was a Pool Director at our facility at one time and is currently the Aquatics Director at the Boy's and Girl's Club of Western Broome.

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

2. Request authorization to make the following appointments:

- Re-appoint Robert Flanders as a member of the Board of Assessment Review for the term of October 1, 2018 thru September 30, 2023.
- Re-appoint Asif Shaikh as an alternate member of the Board of Assessment Review for the term of October 1, 2018 thru September 30, 2023.

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

3. Request from Police Chief John Butler to hire Dennis Hardy as a Police Officer effective September 17, 2018.

Councilwoman Fitzgerald stated that per the PBA Collective Bargaining Agreement, his starting rate of pay will be \$69,169.00. Officer Hardy will be transferring from another police agency and has satisfactorily completed his pre-employment drug test.

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 (FLETCHER/Fitzgerald)

1. Request from Joseph Christoff to approve a Vehicle Service Station Special Use Permit Application for Superior Shine Auto Spa at 404 Front Street with a publication date of August 29, 2018 and a Public Hearing on September 12, 2018.

Town Engineer Vern Myers stated that there are no issues with the detailing business as long as Code and Fire review the building and accept changes made to the building. However, we cannot approve the washing of vehicles until such time as the wash water is properly disposed of. The water either has to be reclaimed or connected to the sewer system with an installed grease, oil and grit separator. Mr. Christoff indicated that he has not yet decided which option he will take.

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 (MESSINA/Majewski)

1. Request from Fire Chief David Harrington to advertise for bids on the Tanker 32-3 Project on September 5, 2018 with opening of the bid to be on September 18, 2018.

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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.

2. Request from Police Chief John Butler to place 15 MPH speed signs on African Road (north and south of Benita Blvd.).

In a memo to the Town Board, Police Chief Butler states that the reason for this request is to slow down traffic so students will be able to cross safely.

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

3. Request from Police Chief John Butler to request that Broome County install a four way stop sign at the intersection of Powderhouse/Horan and Gardner Roads.

In a memo to the Town Board, Police Chief Butler stated that he has spoken to BC DPW Commissioner Sue Brown about putting four way stop signs at this intersection. Currently there are two---one at Horan and one on Gardner. Commissioner Brown stated we would need a Town resolution requesting this sent to Broome County due to Powderhouse being a County road. Chief Butler added that this would probably slow down traffic on Powderhouse and prevent further intersection accidents.

Councilwoman Messina noted that this is a blind corner and there is speeding at the location. Councilman Majewski agreed that this is a very dangerous intersection.

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

4. Request from Police Chief John Butler for approval to sell via Auction International vehicles listed in his memo to the Town Board dated August 9, 2018.

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

5. Request from Police Chief John Butler to purchase an unmarked police vehicle from the remaining balance in the Police vehicle budget lines for 2017 and 2018.

In a memo to the Town Board, Police Chief Butler stated that there is a total of \$29,973 in the two current balances.

Councilman Majewski stated that he will inquire as to whether this vehicle needs to be an enhanced police version or if we can purchase a cheaper standard retail version.

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.

UNFINISHED BUSINESS

1. Town Attorney Berger stated that he is working on the post-closing agreement regarding the purchase of the American Legion property on Jensen Road. He asked the Board to review the agreement and submit comments to him. He noted that the agreement calls for no rent to be paid for the temporary occupancy of the building although the Legion will pay for all utilities and will carry liability insurance. Also, he highlighted several items that the Legion removed from his draft of the

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agreement. If there are no outstanding issues, he will proceed with the closing.

EXECUTIVE SESSION

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

ADOPTED Ayes 4 Fletcher, Fitzgerald, Messina, Majewski

Nays 0 Absent 1 Schaffer

Resolved the Board enter into Executive Session to discuss contract negotiations with several outside vendors. The time was 6:24 PM.

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

ADOPTED Ayes 4 Fletcher, Fitzgerald, Messina, Majewski

Nays 0 Absent 1 Schaffer

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 6:40 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk