

VESTAL TOWNBOARD WORK SESSION MINUTES

MONDAY, FEBRUARY 25, 2019

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

Also Attending: Town Attorney David Berger, Town Comptroller Laura McKane, Town Engineer Vern Myers, Director of Human Resources Nancy Olmstead, IT Director Dan Williams, Tax Receiver Debra Wallace, Town Clerk Emil Bielecki and 1 person from the general public.

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

COMMITTEES

7.1 PUBLIC WORKS (FITZGERALD/Fletcher)

1. Request from Highway Superintendent Rocco Turdo to advertise for bids on March 6, 2019 for a new 35 ton paver style low boy trailer with the bid opening on March 19, 2019.

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

2. Request from George and Kathi Roberts for a reduction in the water/sewer bill due to an outside faucet being left on.

Supervisor Schaffer reiterated that the Board no longer allows sewer bill reductions in such cases due to the policy change at the Joint Sewage Treatment Plant that eliminated credits to the Town for water usage that did not enter the sewer system. He asked the Town Attorney to send a letter to the property owners with the appropriate explanation.

7.2 FINANCE (MESSINA /Majewski)

1. Warrants: 2019-07, 2019-07A, 2019-07E, 2019-07C, 2019-07M, 2019-08, 2019-08E

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.

Comptroller Laura McKane noted that Excellus is calling for a 10% increase in the stop loss insurance which is less than she projected based on information provided by our insurance consultant. Excellus stated that the increase is lower than their stop loss trend and we are pleased with this offer. The plan administration renewal is calling for a 3.5% increase to a rate of \$65.33 per contract per month (roughly a \$4,400 annual increase). Last year we were able to negotiate the elimination of the security requirement which in the past required the Town to purchase a Letter of Credit from a bank. We have asked them to waive this requirement again.

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 authorize budget transfers as attached to his memo to the Town Board dated February 25, 2019.

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 to accept a \$25,000 grant from Broome County and the Broome County District Attorney’s Office to purchase law enforcement equipment that has not been

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budgeted for.

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)

1. Request to authorize Code Enforcement Officer Lincoln Ellis to fill two vacant Building & Code Inspector positions by hiring Scott Russell and Charles Bement effective March 11, 2019 at the CSEA rate of \$20.61 per hour.

Human Resources Director Nancy Olmstead noted that the background checks and pre-employment drug testing have been completed for both candidates.

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

2. Request to authorize Police Chief John Butler to hire Ryan Franz as a Police Officer at the PBA annual rate of \$51,558 effective March 25, 2019. Such hiring is contingent on the successful completion of all New York State Civil Service requirements.

Human Resources Director Nancy Olmstead noted that the required physical exam has been completed and the rest should be completed soon. The officer will start the Police Academy on April 1.

Comptroller Laura McKane stated that this position was not fully funded in the 2019 budget and the Board should also authorize a budget transfer from the contingency line to make up for the shortfall.

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 Town Attorney David Berger to advertise on March 13, 2019, with Public Hearing on March 27, 2019, for proposed Local Law A, a local law to repeal and replace sections of the Vestal Town Code regarding storage containers.

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

2. Request from David Dudinyak, Tree Sale Coordinator for Boy Scout Troop #225, to use the Vestal Library parking lot for 2019 Christmas Tree Sales from November 23, 2019 to December 29, 2019.

Town Attorney David Berger noted that the applicant also need the sign the Town's standard Indemnification Agreement.

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/Fletcher)

1. Request from Fire Chief David Harrington to approve Joseph Becker as a member of the Vestal Fire Department at Company No. 1.

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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2. Request from Fire Chief David Harrington to approve Jason Ellis as the Station 4 representative to the Length of Service Awards Program (LOSAP) Committee effective January 7, 2019.

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

7.6 ADMINISTRATION (FITZGERALD/Messina)

1. Request from IT Director Dan Williams to do an interview with Nakivo and provide a success story in return for a discount off the purchase price of their backup software that we are evaluating.

IT Director Dan Williams stated that in return for allowing this vendor to use a success story, we can save \$225 off the cost of purchasing the Nakivo backup software. He finds the Nakivo software to be the best solution for the Town. It works well in our environment and also included the ability to simplify archiving. The initial cost will be approximately \$4,000 higher at year 1 compared to the renewal costs of your existing backup solution, however moving forward there will be a saving of approximately \$400 a year for maintenance and renewal costs.

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

2. Request from IT Director Dan Williams for authorization to sign a quote from Presentation Concepts to purchase a turnkey solution to install audio/video presentation equipment in the Boardroom.

IT Director Dan Williams noted that there were other possibilities taken into consideration and after investigation, the best possible solution was the one quoted by Presentation Concepts. It will provide a large clear picture for displaying anything from videos to text, and also clear sound quality. There will also be a wall mounted controller installed allowing anyone to use the system with the press of a button. The solution is composed of a lamp-less projector, screen, audio system with microphone, secured cabinet for housing the equipment, and a central control box to be installed on the wall. The equipment is on NYS contract ensuring good pricing. Funding is already available for this as it was budgeted for.

Councilwoman Messina asked several questions about the security of the system and was assured by IT Director Dan Williams that other than access to the control box, all other components will not be accessible to the users.

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

3. Request from IT Director Dan Williams for authorization to sign an agreement with Sophos to purchase a security suite for the Town.

IT Director Dan Williams stated that he has reviewed other security suites and found Sophos to be a suitable next generation solution that will provide excellent protection to the Town of Vestal. This includes a replacement for our currently outdated Firewall appliance along with a second appliance for high availability at no additional cost. This solution provides a new firewall appliance for intrusion protection, endpoint protection and end user security training. It will replace our current appliance, endpoint protection and training. It allows central management for those three aspects as currently they are managed through three different solutions. The cost of this three year agreement for the endpoint protection, firewall licensing and end user training saves the town approximately \$4,000 compared to what we currently pay for those security solutions over a three year period. The items are on state contract, have also been heavily discounted and funding for this has been allocated for the 2019 budget.

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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.

4. Request from IT Director Dan Williams for authorization to sign the Joint Municipal Cooperative Bidding Program Agreement for Eastern Suffolk BOCES to allow the Town of Vestal to utilize their Xerox copier bid.

IT Director Dan Williams stated that currently our lease has expired for the copiers located in the Town Hall, Clerk's office, Police office, and the Assessor's office. There is an application fee of \$555 to utilize this bid. This cost will be offset by the savings throughout the 60 month term. The Eastern Suffolk BOCES bid would give us access to purchase Xerox copiers at a lower cost than leasing. The savings on purchasing the Xerox copiers on this bid instead of leasing like previously done, would save approximately \$10,000 for the 4 copiers combined. There also is a lower cost per page printed which will accumulate more savings throughout the 5 year term as well.

Town Attorney Berger and Comptroller McKane noted that this type of contract may require language specific to a municipal government. IT Director Williams replied that he would obtain all of the documents that are needed for us to proceed with this arrangement.

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

5. Discuss Governor Cuomo's Property Tax Payment Extension to determine the Town's position on it.

Town Attorney Berger stated that he would like to discuss this matter privately with the Board as attorney-client privileged communication.

UNFINISHED BUSINESS

1. Tabled until February 27, 2019 – Agreement with NYSEG for LED Lights

A motion was made by Councilman Messina, seconded by Councilman Fletcher to authorize the Town Supervisor to sign an **agreement with NYSEG for the conversion of our street lights to LED lights** on poles owned by NYSEG (2572 locations) throughout the Town.

Town Attorney Berger stated that he would like to discuss this matter privately with the Board as attorney-client privileged communication.

NEW BUSINESS

1. Town Attorney David Berger stated that in the Executive Session on February 11th, a question arose concerning the tax certiorari case with Lowes Home Center. That question has been answered to the Board member's satisfaction and the proposed settlement of the case will be provided to the Town Clerk for the agenda of the Regular Meeting of the Town Board on February 27th.

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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EXECUTIVE SESSION

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

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

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

- Attorney-client privileged communication regarding the Governor's Property Tax Payment Extension Program and regarding the NYSEG LED Lighting Agreement.
- Contract negotiations with CMA, Inc.

The time was 6:51 PM.

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

ADOPTED Ayes 5 Fletcher, Fitzgerald, Messina, Majewski, Schaffer
Nays 0

Resolved the Board leave the Executive Session and **adjourn the meeting. The time was 7:15 PM.**

Respectfully submitted,
Emil Bielecki, Town Clerk