

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, May 9, 2022

Board Attendance: Supervisor Schaffer; Board Members: Fitzgerald, Messina, Ellis, Donnelly

Also Attending: Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Deb Wallace (via phone), Town Engineer Vern Myers, Town Judge Michael Sherwood and one member of the public.

Supervisor Schaffer commenced the Work Session at 6:00 p.m.

WORK SESSION

UPCOMING PUBLIC HEARINGS

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Scott Groats, Water & Wastewater Superintendent, for the Town Board to authorize the Town Supervisor to sign the Town's acceptance of the WIIA Grant Award with the intent to proceed.

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

2. Request from Scott Groats, Water & Wastewater Superintendent, for the Town Board to approve advertising on May 18, 2022 for Laboratory Services. Bids to be opened on Tuesday, May 31, 2022 at 2:00pm.

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

3. Request from Scott Groats, Water & Wastewater Superintendent, to award the Third/Myrtle Pump Package to W2O, 131 Port Watson Street, Cortland, New York 13045. Bid Price \$86,674.00. Project is budgeted under Line Item S8120-2130.

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 /Donnelly)

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, May 9, 2022

1. Warrants: 2022: 17, 17B, 17E, 17S, 18, 18B, 18E

OK – This item will be placed on the Agenda under Receive and File for a vote at the next Regular Meeting of the Town Board.

7.3 PERSONNEL (FITZGERALD/Donnelly)

1. Request from Nancy Olmstead, Director of Human Resources, for authorization for Craig Hiller, to appoint Cathy Krajnyak to the position of Keyboard Specialist, at the CSEA grade 3 Step 2 rate of \$20.10 per hour effective Monday, May 16, 2022. Such appointment is contingent on all Town and civil service requirements being satisfied.

This item was held over to Executive Session

2. Request from Nancy Olmstead, Director of Human Resources, for authorization for Michael Sherwood, Town Justice, to appoint Heather Webster to the vacant position of Clerk to Justice, at the CSEA grade 4 Step 3 rate of \$23.05 per hour effective Monday, May 31, 2022. Such appointment is contingent on all Town and civil service requirements being satisfied.

This item was held over to Executive Session

3. Request from Nancy Olmstead, Director of Human Resources, to approve the Standard Work Day and Reporting Resolution for Elected and Appointed Officials. The resolution is included in the addendum.

Director of Human Resources, Nancy Olmstead stated that this was a routine resolution.

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

4. Request from Nancy Olmstead, Director of Human Resources, for authorization for Stace Kintner, Police Chief, to appoint Michelle Schultz to a

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, May 9, 2022

vacant Police Officer position effective Thursday, May 12, 2022 at the PBA rate of \$64,771.00. Such appointment is contingent on all Town and civil service requirements being satisfied as well as her payment and/or reimbursement to the Town of Vestal for any fees or expenses imposed by the City of Binghamton pursuant to General Municipal Law Section 72-C as it relates to her transfer. Officer Schultz will be transferring from the Binghamton Police Department.

Director of Human Resources, Nancy Olmstead stated that Section 72-C is a general Municipal Law that Police Departments charge receiving Police Department for training expenses rendered.

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

5. Request from Nancy Olmstead, Director of Human Resources, for authorization for Stace Kintner, Police Chief, to appoint Dustin McCartney to a vacant Police Officer position effective Thursday, May 12, 2022 at the PBA rate of \$56,066.00. Such appointment is contingent on all Town and civil service requirements being satisfied. Officer McCartney will be transferring from the Owego Police Department.

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

7.3 PLANNING & ZONING (FITZGERALD/Ellis)

1. Request to advertise on May 18, 2022 with a public hearing on May 25, 2022 for a “Local Law Imposing a One Year Moratorium on Approvals Regarding Solar Array Farms”

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

2. Request from Vern Myers, Town Engineer, for the Town Board to

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, May 9, 2022

authorize the Supervisor to sign amendment #4 to the GOSR Grant for the EMS. The increase brings the total grant to \$3,109,000.00 with the additional \$109,000 for purchasing the surplus land from the NYSDOT

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

7.4 PUBLIC SAFETY (MESSINA/Ellis)

1. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve David Zanni as a new member of the Vestal Fire Department at Company No. 3.

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

2. Request from Stace Kintner, Police Chief, for Town Board approval of a budget transfer of \$15,000 from Line Item A3120-2100 to Line Item A3120-4182. This money will be utilized for initial issue uniform and equipment expenses.

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

7.5 ADMINISTRATION (ELLIS/Messina)

RECEIVE AND FILE:

- Town Clerk Monthly Report April 2022
- Proof of Posting for Notice to Bidder: Enclosed 20' Landscape Pro 10K Trailer (Highway)

UNFINISHED BUSINESS:

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, May 9, 2022

NEW BUSINESS:

Vern Myers, Town Engineer requested permission from the Board to hire retired Town employee, Duane Warner, as an Engineering Technician to work on an as needed basis. He would be non-union and be paid \$25.00 per hour starting May 16, 2022. Mr. Warner was previously employed as a Engineering Technician and there are specific projects that he will assist with. This request is late but the Board agreed it should be on the May 11 board meeting agenda. Nancy Olmstead, Director of Human Resources will provide language to the Clerk's Office.

A MOTION WILL BE MADE TO ENTER INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:

Town Comptroller and Deputy Town Comptroller applicants
Security in the Town Hall
Appointment of Heather Webster to the Court
Appointment of Cathy Krajnyak to Highway Department

ADJOURNMENT

On a motion by Councilwoman Messina, Seconded by Councilman Donnelly, the Work Session was adjourned and the Town Board entered into Executive Session. The time was 6:15 pm.

On a motion by Councilman Ellis, Seconded by Councilwoman Fitzgerald, the Executive Session was adjourned. The Time was 7:15 P.M.