

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

Board Attendance: Supervisor Schaffer; Board Members: Fitzgerald, Messina, Donnelly, Fletcher.

Also Attending: Town Attorney David Berger, Director of Human Resources Nancy Olmstead, Town Clerk Debra Wallace, Deputy Town Clerk Sarah Maney, Secretary to the Board of Fire Commissioners Sue Bowen, Assistant Fire Chief Chuck Paffie and Comptroller Nicholas Angeline.

UPCOMING PUBLIC HEARINGS

5/22/23 at 5:00 p.m.: Proposed revisions to the Code of the Town of Vestal as follows: Chapter 5, Article II; Town Sign Ordinance, Section 5-124, General regulations, prohibitions and exemptions; Town Zoning Ordinance, Section 24-181(e)(1)(e), RA-2 district.

COMMITTEES

7.1 PUBLIC WORKS (DONNELLY/Messina)

1. Request from Craig Hiller, Highway Superintendent, for Town Board approval of an EMERGENCY STATUS Budget Transfer from line D5110.4318 to D5142.4006. This is to purchase salt which will be needed in case of an extreme weather change, as well as to have some in stock for next year.

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)

1. Warrants: 2023: 10, 10C, 10E, 11, 11A, 11E

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

2. Request from Jessica Farley, Deputy Comptroller, for approval of a budget amendment to transfer \$18,000 from Permits & Fees line W8310-4061 to SCADA Telephone Lines line W8310-4052 for Verizon account adjustments.

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

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

3. Request for the Town Board to approve payment in the amount of \$225.00 to the Law Firm of Frank W. Miller for Professional Services rendered in reference to general Town matters.

Town Attorney David Berger requested that in” reference to professional services rendered” be used instead of “general town matters” in the above request.

This item will be changed on the Agenda for the next Regular Meeting of the Town Board.

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

4. Request from David Berger, Town Attorney, for the Town Board to approve payment in the amount of \$723.00 to the Law Firm, Tabner, Ryan & Keniry, LLP in reference to outside counsel fees for professional services rendered.

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

5. Request for John Schaffer, Town Supervisor, to sign a Lease Agreement with the Vestal Central School District for lease of space at Central Junior High for the Senior Citizens Center from March 1, 2023 to February 29, 2024. Base rent during the lease term shall be \$879.25 per month.

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

6. Request for the Town Board to authorize David Berger, Town Attorney, to sign a Stipulation of Settlement for 2019-2020; 2020-2021; 2021-2022; 2022-2023 pertaining to the following Article 7 Tax Certiorari case: 505 Clubhouse Rd LLC, Tax Map Number 159.19-2-25. The Business office

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

is authorized to process any refunds.

Proposed Settlement on 505 Clubhouse Rd LLC

505 Clubhouse Rd ~ Tax Map #159.19-2-25							
Roll Year	Assessment	FMV	STIP AV	Change in AV From Prior Year	School Tax	Town/County Tax	Est Town Refund
2022-23	\$4,575,000	\$4,575,000	\$3,500,000	-\$1,075,000	\$96,549.99	\$165,236.78	\$4,471.66
2021-22	\$4,575,000	\$4,575,000	\$3,500,000	-\$1,075,000	\$100,255.89	\$64,960.99	\$4,643.67
2020-21	\$4,575,000	\$4,575,000	\$3,500,000	-\$1,075,000	\$105,892.05	\$59,278.46	\$4,879.54
2019-20	\$4,575,000	\$4,575,000	\$3,500,000	-\$1,075,000	\$104,643.97	\$60,120.69	\$4,848.29
						TOTALS	\$18,843.16

* Town = General and Highway

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

- Request for the Town Board to authorize David Berger, Town Attorney, to sign a Stipulation of Settlement for 2018-2019; 2019-2020; 2020-2021; 2021-2022; 2022-2023 pertaining to the following Article 7 Tax Certiorari case: 124 S. Meadowbrook Lane, Tax Map Number 158.16-1-1.1. The Business office is authorized to process any refunds.

124 S Meadowbrook Ln ~ Tax Map #158.16-1-1.1							
Roll Year	Assessment	FMV	STIP AV	Change in AV From Prior Year	School Tax	Town/County Tax	Est Town Refund
2022-23	\$173,700	\$173,700	\$157,500	-\$16,200	\$3,665.73	\$6,119.40	\$67.38
2021-22	\$162,300	\$162,300	\$151,400	-\$10,900	\$3,556.62	\$5,998.99	\$47.09
2020-21	\$147,500	\$147,500	\$133,820	-\$13,680	\$3,414.00	\$1,986.17	\$62.10
2019-20	\$147,500	\$147,500	\$133,820	-\$13,680	\$3,373.77	\$2,012.58	\$61.70
2018-19	\$147,500	\$147,500	\$133,820	-\$13,680	\$3,398.32	\$2,036.46	\$61.12
						TOTALS	\$299.39

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

7.3 PERSONNEL (FITGERALD/Fletcher)

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

1. Authorization by the Town Board for the Recreation Department to hire Camp Directors and a Summer Office Assistant as outlined in the March 16, 2023 memo from Patrick Harnan, Recreation Planner. The start dates and rates of pay are identified in the memo which is included in the addendum.

Nancy Berger, Director of Human Resources, stated that Harnan will be requesting further employee approvals in the future for life guards and playground instructors.

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

2. Authorization for Scott Groats, Water & Wastewater Superintendent, to promote Nicholas Bartholomew to a vacant Water/Wastewater Maintainer position at the CSEA Blue Collar rate of \$28.46 per hour effective March 25, 2023.

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

3. Authorization for Scott Groats, Water & Wastewater Superintendent, to promote Sean DeGroat to a vacant Motor Equipment Operator (MEO) position at the CSEA Blue Collar rate of \$24.38 per hour effective March 25, 2023.

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 (FITZGERALD/Donnelly)

1. Request from Anthony Folk for Town Board approval to host the annual “Southern Tier Enduro” Mountain Bike event at Jones Park on Sunday, July 23, 2023. Insurance information will be updated prior to the race and will list the Town of Vestal as additionally insured.

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

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

2. Request from Andrew J. Deskur, Executive Director of Kopernik Observatory & Science Center, to hold a 5K road race, “Race to the Stars” on Saturday, April 29, 2023. Kopernik will provide an insurance binder for the event, listing the Town of Vestal as additionally insured.

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)

7.6 ADMINISTRATION (FLETCHER/Donnelly)

1. Request from Patrick Harnan, Recreation Planner, for Town Board approval for funds for the Recreation Department to run a running camp and a girls’ basketball camp this summer. Both camps are projected to cover their full costs with revenue from the camp fees. Both camps will have a Director and two other staff.

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

2. Request from Patrick Harnan, Recreation Planner, for Town Board approval to apply for the 2023 USTA Eastern Growing Tennis Together Grant.

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

3. Approval for Sarah Maney, Deputy Town Clerk, to attend the NYSTC Association Conference on April 23-25, 2023 the cost of the conference is \$125.00 and the cost for the hotel/ meals is \$543.00

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

4. Request from Cherese Wiesner-Rosales, Museum Director, to transfer \$3000 from A7450.1030 to A7450.4000 for the professional services of

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

Claire Byrne to provide contractual work to organize, create, and manage and write grants for Second Saturday Music series. Currently the part-time position at the Vestal Museum is not filled and the Museum Director is requesting to use some of the part time labor budget money to pay Claire Byrne for her services of organizing one of the museum's most popular events.

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

5. Request from Cherese Wiesner-Rosales, Museum Director, for Town Board approval to accept a donation of \$1000 to the Vestal Museum for the 2023 Second Saturday Music Series from the Broome County Art Council.

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

RECEIVE AND FILE:

UNFINISHED BUSINESS:

NEW BUSINESS:

Kenneth Starr the Transportation Director for Vestal Central Schools requested that a "Bus Stop Ahead" sign be placed near 434 Castleman Rd. It is difficult to see ahead in that area where a bus is stopped and students are crossing the road.

Town Board members were all in favor of the sign being posted.

ADJOURNMENT

On a motion by Councilwoman Fitzgerald, seconded by Councilman Donnelly, the Board adjourned the Work Session and entered into Executive Session for the purposes of discussing the following:

- Personnel job performance issue.

VESTAL TOWN BOARD REGULAR MEETING WORK SESSION MINUTES

MONDAY, March 20, 2023

The time was 5:23 pm.

On a motion by Councilwoman Messina, seconded by Councilman Donnelly, the Board ended the Executive Session and adjourned the meeting. The time was 6:05 pm.