

**VESTAL TOWN BOARD WORK SESSION MINUTES**

**MONDAY, June 21st 2021**

**WORK SESSION**

Board Attendance: Supervisor John Schaffer; Board Members Fitzgerald, Messina, Fletcher, Ellis

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, 1st Deputy Town Clerk Heather Webster, Town Clerk Debra Wallace, Supervisor Schaffer convened the Work Session at 5:30 PM.

**UPCOMING PUBLIC HEARINGS**

**COMMITTEES**

**7.1 PUBLIC WORKS (ELLIS/Messina)**

1. Request from Scott Groats, Water & Wastewater Superintendent, for the Board to approve the lowest bidder, Vacri Construction Corporation, for Sanitary Sewer work on Circle Drive. Line Item is S8120-2060.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

**7.2 FINANCE (MESSINA /Fletcher)**

1. Warrants: 2021-23, 23B,23C,23E,23S, 24, 24E

**OK** – This item will be placed as a “Receive and File” on the Agenda at the next Regular Meeting of the Town Board.

2. Request from Nick Angeline, Deputy Comptroller, for the Town Board to approve budget transfers as indicated in memo dated 6/18/2021.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

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3. Request from David Berger, Town Attorney for approval of billable hours for the period 4/1/2021 through 5/31/2021. Total time is 3 hours and 20 minutes and total amount due is \$500.00

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

**7.3 PERSONNEL (FLETCHER/Fitzgerald)**

1. Request from Nancy Olmstead, Director of Human Resources, for authorization to re-appoint Timothy Mulvey as a member of the Planning Board effective July 8, 2021 for a term to expire July 7, 2026.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

2. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, for Town Board approval to hire Summer Camp Staff as indicated in the memo dated June 17, 2021. All background checks have been completed.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

3. Request from Laura McKane, Town Comptroller, for the Board to authorize hiring Felice Dirienzo as a laborer in the Parks department retroactive to 6/14/2021 at a rate of \$16.34 per hour and to transfer \$19,000 from A9901.9002 to A7140.1020.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

4. Request from Laura McKane, Town Comptroller, for the Board to authorize hiring Brandon Bender as a Parks summer laborer retroactive to 6/14/2021 at a rate of \$12.50 per hour. This is a budgeted position.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting

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**7.4 PLANNING & ZONING (FITZGERALD/Fletcher)**

1. Request from Vern Myers, Town Engineer, for the Town Board to authorize the Supervisor to sign NYSDOT Supplemental Agreements for The Meeker Road Bridge Rehabilitation Project and provide resolutions at the next Town Board meeting. Meeker Road Rehabilitation Project construction has been re-scheduled for construction in 2022.

*Town Engineer Vern Myers stated that this project was moved as a result of needing to also replace the deck, and the lead-time on steel materials.*

**OK** – This item will be added to 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 authorize the Supervisor to sign NYSDOT Supplemental Agreements for The Vestal High School Pedestrian Improvements Project and provide resolutions at the next Town Board meeting.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

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

1. Request from John Paffie, Fire Chief, to approve Casmer Bielby as a new member of the Vestal Fire Department at Company No. 1.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

2. Request from Debra Wallace, Town Clerk, for the replacement of Keith Green for Sharon Roberts as a Fire Special Election Inspector and to name Ilene Pinsker as an alternate inspector.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting

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3. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to advertise on June 30, 2021 for bids on the Engines Project, with bid opening on Monday, July 12, 2021 at 2:00pm.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

**7.6 ADMINISTRATION (FLETCHER/Ellis)**

1. Request from Dan Williams, IT Director, for the Board to approve migrating the Towns web presence from [www.vestalny.com](http://www.vestalny.com) to [www.vestalny.gov](http://www.vestalny.gov). Doing so will verify our web presence to the residents of the Town of Vestal as an official government website.

**OK** – This item will be added to the Agenda for a vote at the next Regular Meeting of the Town Board

**RECEIVE AND FILE:**

**NEW BUSINESS:**

1. Notification of the closure of Washington Drive Bridge went out to all property owners via letters. In addition, door to door notification will also take place to ensure all occupants are made aware.

**UNFINISHED BUSINESS:**

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

On a motion by Councilwoman Messina, seconded by Councilman Ellis, the Board entered into Executive Session. The time was 5:42 P.M.

On a motion by Councilwoman, seconded by Councilman Ellis, the Board ended the Executive Session and adjourned the meeting. The time was 6:08 pm.

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**ADJOURNMENT**