

**VESTAL TOWN BOARD WORK SESSION MINUTES DRAFT  
MONDAY DECEMBER 13<sup>th</sup>**

**WORK SESSION**

**Board Attendance: Board Members Messina, Fletcher, Ellis, Supervisor Schaffer**

**Also Attending: Town Attorney David Berger, Human Resources Director Nancy Olmstead, Town Engineer Vern Myers, Town Clerk Debra Wallace, 1<sup>st</sup> Deputy Town Clerk Heather Webster, and Secretary to the Board of Fire Commissioners Sue Bowen and Fire Chief John Paffie.**

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

**UPCOMING PUBLIC HEARINGS**

**COMMITTEES**

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

**7.2 FINANCE (MESSINA /Fletcher)**

1. Warrants: 49, 49B, 49C, 49E

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

2. Request for the Town Board to approve payment in the amount of \$135.00 to The Law Firm of Frank W. Miller, PLLC. for outside counsel fees in connection with Town litigation.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

3. Approval is requested for the Board of Fire Commissioners to proceed with the Bond Resolution dated December 15, 2021: **A RESOLUTION AUTHORIZING THE CONSTRUCTION OF A NEW FIRE STATION, IN AND FOR THE**

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**VESTAL FIRE DISTRICT IN THE TOWN OF VESTAL, BROOME COUNTY, NEW YORK, AT A MAXIMUM ESTIMATED COST OF \$7,500,000, AND AUTHORIZING THE ISSUANCE OF \$7,500,000 SERIAL BONDS OF SAID FIRE DISTRICT TO PAY THE COST THEREOF.**

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

4. Approval is requested for the Board of Fire Commissioners to approve a Special Election on January 25, 2022, at Vestal Fire Station #1 regarding the above-mentioned resolution for construction of a new Fire Station.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

5. Approval is requested for the Board of Fire Commissioners to approve the residents listed to be Election Inspectors for the Special Election on January 25, 2022 at Vestal Fire Station #1. Janet Cole, a duly qualified voter of said Fire District is hereby appointed as the Permanent Chairman of the Special Election referred to in the preambles hereof. The following named qualified voters of said Fire District are hereby appointed to act as Inspectors of Election of said Special Election, so that there shall be at least two Inspectors for each ballot box or voting machine to be used there at: Cora Walter, Joyce Ellis, Ilene Pinsker, Sharon Roberts and Diane Zavada (Alternate).

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

6. Request to hold the meeting of Election Inspectors on January 11, 2022 at 10:00am at the Town of Vestal, Town Hall, 605 Vestal Parkway West, Vestal, NY, to commence preparation and training of the register of those persons eligible to vote in such Special Election.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

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7. Request from Sue Bowen, Secretary to the Board of Fire Commissioners, for approval to transfer funds from the F3410 4030 Mileage, Travel & Education line to F3410 4499 Software line to cover purchase of Alpine Software RED NMX Voter Registration Module in the amount of \$4000.00.

**7.3 PERSONNEL (FLETCHER/Fitzgerald)**

1. Request from Scott Groats, Water/Wastewater Superintendent to fill a vacant Laborer position by hiring Seaborn Kelley effective January 3, 2022 at the rate of \$16.34 per hour. This is the 2021 rate of pay and will be adjusted as required when the new Collective Bargaining Agreement is finalized. The appointment is contingent on the successful completion of all pre-employment requirements.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

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

1. Request from Vern Myers, Town Engineer, for the Town Board to discuss an application for a Vehicle Service Station and Aquifer Special Use Permit. Applicant is Nitty Gritty Details for property at 305 Vestal Parkway East, to operate an Auto Detailing at this location. There was a previous tenant that had a similar business at this location. If in agreement, please approve a publication date of 01/12/2022 for a Public Hearing on 01/26/2022

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

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

1. Request from John Butler, Police Chief, for Town Board approval to transfer \$11,900.00 from the Canine line back to the Asset forfeiture line.

*Supervisor Schaffer stated that the Vestal Police Department was able to successfully raise enough funding for Griz and the Canine Program, allowing the Department to return dedicated funds back to their Asset Line.*

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**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

2. Request from Stace Kintner, Police Captain, for the Town Board to review and consider participating in the Cordico Shield, Health and Wellness App for Law Enforcement. This would be a two-year contract with Lexipol. The Police Department has recently received grant funding via PERMA for this program that would cover the entire cost of the first year. The Town would be obligated to pay the cost initially and reimbursement would follow shortly after PERMA receives the invoice. The second year would not be covered but we believe funding can be identified through the 2023 budget process or use of asset forfeiture monies.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

**7.6 ADMINISTRATION (FLETCHER/ELLIS)**

1. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, for Town Board approval for the signing of the 2021 Youth Bureau Funding Program Annual Assessment by the Town Supervisor.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

2. Request from Cherese Weisner-Rosales, Museum Director, to accept donations made to the Vestal Museum and Coal House as listed in the memo dated 12/08/2021.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

**RECEIVE AND FILE:**

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**UNFINISHED BUSINESS:**

**COMMITTEE CHAIR COMMENTS AND UPDATES:**

**NEW BUSINESS:**

Request for Authorization to amend Health Insurance coverage as follows:

For Elected Officials and appointed Town Attorney:

- Effective 1/1/22 remove ban on Health Insurance availability to part-time Elected Officials and the appointed Town Attorney (Result: all elected officials will now be eligible rather than just those elected/appointed prior to 9/1/05 of which there are only 2 individuals left)
- Effective 1/1/22 all full and part-time Elected Officials and the appointed Town Attorney must serve a minimum of ten (10) consecutive years with the Town to be eligible for Health Insurance coverage in retirement.
- Effective 1/1/22 all full and part-time Elected Officials and the appointed Town Attorney are eligible for spousal Health Insurance coverage in retirement.
- For those who were hired or took office prior to January 1, 2009 Medicare Part B reimbursement for the retiree and spouse are frozen at \$88.50 per month. For those who took office or were hired on or after January 1, 2009 there will be no Medicare Part B reimbursement for the retiree or spouse. (NOTE: retirees and spouses are still required to sign up for Medicare Part B coverage) THIS IS NOT A CHANGE BUT IS RESTATED HERE SO THAT IT IS UNDERSTOOD HOW MEDICARE PART B REIMBURSEMENT IMPACTS THOSE WHOSE ELIGIBILITY IS CHANGED BY THIS ACTION

For full-time employees as follows:

- Effective January 1, 2022 all full-time employees who are eligible for Health Insurance coverage in retirement will no longer be limited to single coverage in retirement.

The above changes will be incorporated into the Employee Handbook when it is updated next.

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the

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Town Board.

- Request to Accept Land Donation for Vestal Rail Trail

**Ok-** This item will be added to the Agenda for the next Regular Meeting of the Town Board.

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

On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the Board entered into Executive Session. The time was 6:22 P.M.

ADJOURNMENT

On a motion by Councilman Ellis, seconded by Councilwoman Messina, the Board adjourned the Work Session. The time was 6:40 P.M.