

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, FEBRUARY 22, 2021

WORK SESSION

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

Also Attending: Town Attorney David Berger, Director of Human Resources Nancy Olmstead, Town Clerk Debra Wallace

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

UPCOMING PUBLIC HEARINGS

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Scott Groats, Water/Wastewater Superintendent to advertise for bids for Water Meters on March 3, 2021 to be opened on Tuesday March 16, 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.

2. Request from Craig Hiller, Town Superintendent of Highway/Parks on behalf of Operating Engineers to advertise for bids for Uniforms on March 3, 2021 to be opened on March 9, 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.

7.2 FINANCE (MESSINA /Fletcher)

1. **Warrants:** 21-06, 21-06A, 21-06C, 21-06E, 21-07, 21-07A, 21-07E

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 for John Schaffer, Town Supervisor to sign a lease agreement with The Vestal Central School District for rental of space for the Senior Citizens Center from March 1, 2021 to February 28, 2022, rent will be \$844.08 per month.

Councilwoman Messina stated that there was a slight increase from last year.

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. Authorization to pay Town Attorney, David Berger, \$1,375.00 for billable hours from 1/1/2021 – 1/31/2021.

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

4. Request from John Schaffer, Town Supervisor to pay \$50.00 for the 2021 Annual Membership Dues to the Broome County Association of Towns & Villages.

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, to approve the Standard Work Day and Reporting Resolution for Elected and Appointed Officials. The resolution is included in the addendum.

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

7.4 PLANNING & ZONING (FITZGERALD/Fletcher)

7.5 PUBLIC SAFETY (MESSINA/ELLIS)

1. Request from John Butler, Chief of Police, for the Town Board to make a certified resolution to accept the Police Department's plan regarding the Governor's Executive Order #203 on Police Reform.

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

2. Request from John Butler, Chief of Police, for permission to purchase equipment and furniture in the amount of \$2261.86. Also, to purchase a garage door opener for the SWAT Van Bay at the cost of approximately \$800. The funds will be taken out of the asset forfeiture budget line A3120-2626R.

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

3. Request from John Paffie, Fire Chief, for approval to transfer funds from the Special Foam District Reserve Fund not to exceed \$10,000 to the Special Foam District F3410 4034R to cover expenses to complete the build of two foam trailers to be operational ready.

Councilman Ellis will get more details regarding costs for the two foam trailers from Fire Chief John Paffie.

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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)

UNFINISHED BUSINESS

NEW BUSINESS

1. John Schaffer, Town Supervisor, discussed an email he received from Michelle Tomancik-Teed, Assistant Recreation Planner, regarding direction she should take moving forward in regards to field registrations and upcoming T-ball season.

NO – This item will not be added to the agenda.

2. The Town Board discussed moving forward with field requests and T-ball for the spring and cancel if necessary.

NO – This item will not be added to the agenda.

3. John Schaffer, Town Supervisor, stated that the Coal House is empty and is in need of repair. Floors need to be cleaned and interior walls will need to be painted throughout. An estimate has been received from Pickett’s Painting to paint the Coal House.

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

4. Town Attorney, David Berger, discussed the need to submit the ballot proposition to dissolve the elected position of Receiver of Taxes. The time frame to submit the proposition has changed and is due six months in advance of the election.

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

ADJOURNMENT

On a motion from Councilwoman Messina, seconded by Councilman Fletcher, the Work Session was adjourned at 6:38 pm.

Respectfully submitted,
Debra Wallace, Town Clerk