

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, SEPTEMBER 14, 2020

BUDGET REVIEW SESSION

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

Also Attending: Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, Fire Chief Dave Harrington, Assistant Fire Chiefs Doug Rose, John Paffie and Ron Birdsall, Secretary to the Board of Fire Commissioners Sue Bowen, Town Clerk Debra Wallace

Supervisor Schaffer **convened the Budget Review Session at 5:00 PM.**

5:00 PM – Review of the 2021 Proposed Fire District Budget

Fire Chief David Harrington and Town Comptroller Laura McKane provided the Board with the initial requests for the 2021 Fire District Budget. McKane stated that the Fire Department requested to create a Building and Ground Capital Reserve Fund this past year, but due to Covid-19, the mandatory referendum could not happen. They are going to try again to establish the Building Reserve for 2021. A summary of the amounts requested in the initial 2021 budget and their impact on the tax levy is as follows:

2021 FIRE DISTRICT - REVIEW LEVEL BUDGET PROJECTION

	2020 Taxes Raised	2020 Rates @ Full Value	2020 Adopted Budget	2021 Review Level Appropriations	Non-RPT Rev. Excluding Approp FB	Appropriated Fund Balance & Reserves	Real Property Taxes to be Raised	2021 Projected Tax Rates	% Change 2020 Final Tax Rate to 2021 Initial	Increase per \$1,000 of Assessment
Fire Gen. Fund	\$1,521,837		\$1,550,137	\$1,632,738	\$8,550	\$480	\$1,623,708			
Less Foam Dist	\$24,000		\$24,000	\$26,000			\$26,000			
Fire District Wide	\$1,497,837	\$0.7844	\$1,526,137	\$1,606,738	\$8,550	\$480	\$1,597,708	\$0.8344	6.38%	\$0.0500
			% Change in Spending							
			5.33%							
			% Increase in Spending Plan (without Foam District)			% Increase in Levy (without Foam District)				
			5.28%			6.67%				
									<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> Tax Increase Home with a \$100,000 AV \$5.00 </div>	

Assessed Value 2020 for 2021 Levy = \$1,914,732,724
Using only \$1,914,730,000 in the calculation in anticipation of revisions

Fire Chief David Harrington presented the Board with a line by line review of the largest increases and decreases in the proposed 2021 Fire District Budget. He asked the Board members to review the proposed budget and if they have any questions that will alter the plan, please to reach out to him asap. The proposed 2021 Fire District Budget needs to be adopted and filed with the Fire District Secretary by September 30th, 2020. Public Hearing on Fire Budget will be October 20th, 2020.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, SEPTEMBER 14, 2020

WORK SESSION

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

Also Attending: Town Clerk Debra Wallace

EXECUTIVE SESSION

On a motion of Councilwoman Fitzgerald, seconded by Councilman Fletcher, the following was **ADOPTED**

Ayes 5 Fitzgerald, Messina, Fletcher, Ellis, Schaffer
Nays 0

Resolved the Board enter into Executive Session to discuss the following items:
Former Employee, Personnel

The time was 6:10 PM.

On a motion of Councilwoman Fitzgerald, seconded by Councilman Fletcher, the following was **ADOPTED**

Ayes 5 Fitzgerald, Messina, Fletcher, Ellis, Schaffer
Nays 0

Resolved the Board leave the Executive Session. The time was 6:39 PM.

UPCOMING PUBLIC HEARINGS

9/16/2020 – Special Aquifer Permit for Upstate Tower 420 Old Mill Road
9/16/2020 – Local Law B – Amending Code Chapter 5, Article 5 “Signs”

COMMITTEES

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

7.2 **FINANCE** (MESSINA /Fletcher)

1. Warrants: 2020 – 35, 35E, 36, 36E, 37, 37C, 37E

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

2. Request from Dorothy Adair for reimbursement in the amount of \$1352.70 for damage to her car on Stewart Road.

NO - The Board decided to take no action and will not be placed on the agenda.

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, SEPTEMBER 14, 2020

3. Request for John Schaffer, Town Supervisor to sign Shared Services Agreement between New York State and the Town of Vestal for road materials and equipment.

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

4. Request from Nick Angeline, Deputy Comptroller to approve budget transfers dated 9/14/2020 as indicated in memo.

OK-This item will be placed on 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 authorize the re-appointment of Carl J. Winterberger as a member of the Board of Assessment Review effective October 1, 2020, Mr. Winterberger's term will end September 30, 2025.

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

2. Request from Nancy Olmstead, Director of Human Resources to authorize John Butler, Police Chief to appoint Jonathan O'Connor to a vacant police office position effective September 21, 2020. Per the PBA Collective Bargaining Agreement the rate of pay will be \$52,976.00. Officer O'Connor will be transferring from another police agency. Such appointment is contingent on successful completion of all Town and County Civil Service requirements including but not limited to drug testing.

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

3. Request from Nancy Olmsted, Director of Human Resources, to approve the Memorandum of Agreement between the Town of Vestal and the Vestal Police Benevolent Association (PBA) reached on September 9, 2020 and to authorize the Town Supervisor to sign the resulting collective bargaining agreement.

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/Messina)

1. Supervisor Schaffer shared that he received an application for a position on the Zoning Board of Appeals and will forward it to Human Resources. The Town is still looking for candidates.

7.5 PUBLIC SAFETY (MESSINA/Fletcher)

1. Request from David Harrington, Fire Chief to approve advertising on September 23, 2020 for permissive referendum to use funds from the Fire District Capital Reserve to fund the purchase of one Pump Fire Apparatus not to exceed the amount of \$740,000.

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

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, SEPTEMBER 14, 2020

2. Request from David Harrington, Fire Chief to approve Steven McGraw as a new member of Station 2.

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

7.6 ADMINISTRATION (ELLIS/Fletcher)

1. Request from Joseph Meagher and Michael Sherwood, Court Justices' to apply for a grant from the Justice Court Assistance Program in the amount of \$30,000 for court equipment.

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

2. Request from Kelcy Wickman, 1st Deputy Town Clerk to approve the updated Retention and Disposition Schedule for New York local Government Records (LGS-1) which took effect August 1, 2020.

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

3. Request from Cherese Weisner-Rosales, Museum Director to accept a grant from Visions Federal Credit Union for \$500 for the Haudenosaunee Festival and to accept a \$200 donation for the use of the museum.

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

On a motion by Councilwoman Messina, seconded by Councilman Fletcher, the meeting was adjourned at 6:54 PM.

Respectfully submitted,
Debra Wallace, Town Clerk