

**VESTAL TOWN BOARD WORK SESSION  
MINUTES MONDAY, SEPTEMBER 28, 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, Town Attorney David Berger, Director of Human Resources Nancy Olmstead, 1<sup>st</sup> Deputy Town Clerk Kelcy Wickman and Town Clerk Debra Wallace

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

**5:00 PM – Review of the 2021 Proposed Budget**

Before starting the proposed 2021 Budget review, Deputy Town Comptroller Nick Angeline asked the Board if there were any issues with the Proposed Fire Budget and if not, it will be added to the Board Meeting agenda for Wednesday for adoption. The Board was in favor of adding it to the agenda.

Town Comptroller Laura McKane and Nick Angeline discussed with the Board a summary of items that are impacting the Tentative Budget. A summary of the review budget is as follows:

2021 TENTATIVE BUDGET AS OF 9/28/2020											
	2020	2020	2020	2021	Non-RPT Rev.	Appropriated	Real Property		2021	% Change	
FUND	Taxes Raised	Rates @ Full Value	Adopted Budget	Estimated Appropriations	Excluding Approp FB	Fund Balance & Reserves	Taxes to be Raised		Projected Tax Rates	2020Final Tax Rate to 2021 Intial	Increase per \$1,000 of Assessment
General Fund	\$5,656,535	\$3.0208	\$13,928,680	\$12,747,307	\$6,399,071	\$606,284	\$5,741,952	*	\$3.0551	1.13%	\$0.0343
Highway Fund	\$2,789,551	\$1.4897	\$5,936,519	\$6,054,799	\$2,758,827	\$366,397	\$2,929,575		\$1.5587	4.63%	\$0.0690
<b>TOTALS</b>	<b>\$8,446,086</b>	<b>\$4.5105</b>	<b>\$19,865,199</b>	<b>\$18,802,106</b>	<b>\$9,157,898</b>	<b>\$972,681</b>	<b>\$8,671,527</b>		<b>\$4.6138</b>	<b>2.29%</b>	<b>\$0.1033</b>
				% Increase in Spending			% Change in Levy				
				-5.4%			2.7%				
				Down because fewer projects were funded in this projection							
											Tax Change for Home with \$100,000 AV
											\$10.33
Assessed Value 2020 for 2021 Levy = \$1,879,480,141											

As the budget stands currently, there would be an increase of 2.29% in the tax rate and a 2.7% increase in the tax levy. The budget review is still over the State tax levy cap by about \$105,000. More work needs to be done.

**VESTAL TOWN BOARD WORK SESSION**  
**MINUTES MONDAY, SEPTEMBER 28, 2020**

**WORK SESSION**

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

**Also Attending:** Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, Town Attorney David Berger, Director of Human Resources Nancy Olmstead, 1<sup>st</sup> Deputy Town Clerk Kelcy Wickman and Town Clerk Debra Wallace

**UPCOMING PUBLIC HEARINGS**

**COMMITTEES**

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

1. Request from Scott Groats, Water/Wastewater Superintendent to advertise for Liquid Polymeric Phosphate on October 7, 2020 with bids being opened on October 20, 2020.

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

2. Request from Vern Myers, Town Engineer to discuss Dog Park at Middendorf Park.

*Supervisor Schaffer stated that Vern Myers has been working diligently to construct a Dog Park at Middendorf Park. He stated that there are a couple of contractors that are going to volunteer their services. Fencing has been secured. The pavilion will remain. Highway Department will make signs. Councilman Ellis will look into getting help with the fence. The fire hydrant will have to be moved.*

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

3. Request from Vern Myers, Town Engineer to discuss the recently received contract for funding to move the Vestal Museum to the Rail Trail.

*Supervisor Schaffer stated that since the Town Engineer was unable to attend the meeting, this will be tabled until the next meeting.*

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

4. Request from Scott Groats, Water/Wastewater Superintendent to refund Mark & Patricia \$2491.70 due to an error in billing.

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

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**7.2 FINANCE (MESSINA /Fletcher)**

1. Warrants: 2020 – 38, 38E, 39, 39E

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

2. Request from Laura McKane, Town Comptroller to hold a defensive driving course on November 9<sup>th</sup> and 10<sup>th</sup> from 8:30-3:00pm.

*Laura McKane stated that following Covid-19 guidelines, the class size would need to be 20 students in the Board Room, with both students and the teacher wearing masks. The teacher doesn't think she could do what she needs to do with a mask and does not want to wear one. Supervisor Schaffer stated that if they social distance, they would not need to wear a mask. He also suggested maybe seeing if the Highway department would be available and then there could be more people in attendance.*

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

3. Discuss outstanding capital projects

*Due to COVID-19 and the desire to limit spending for Parks projects to those necessary to preserve the parks and playgrounds while continuing to serve the public needs, the following modifications to approved projects are proposed:*

*Barlow Park Playground (H0518) - \$84,700 is available from funds borrowed with the intent to replace the playground equipment. After examination of the equipment, Craig Hiller and John Schaffer believe that minor repairs to and painting of equipment will serve the current needs.*

*Request:*

**Motion** that upon maturity, the town will repay the balance of \$68,000 due on the bond anticipation note outstanding for the Barlow Park Playground and that any remaining proceeds be used to pay down other outstanding debt or make debt interest payments.

*The result will be a reduction in 2021 general fund appropriations of \$15,500.*

*Approximately \$6,000 previously allocated to refurbish the Ethel Park basketball court (PO #5180008) will be reallocated to painting the minor repairs and painting of the playground equipment at Barlow Park. There is \$10,000 remaining on the PO for similar repairs and painting at Ethel Park but the basketball court will not be refurbished. Any funds remaining upon completion of these repairs and improvements will be returned to the general fund.*

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

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4. Discuss Coal house

**This item has been moved to Executive Session.**

**7.3 PERSONNEL (FLETCHER/Fitzgerald)**

1. Request from Nancy Olmstead, Director of Human Recourses to authorize Scott Groats, Water/Wastewater Superintendent to hire as follows:

- a. Ryker E. Ford as a Laborer at the Operating Engineer rate of \$15.90 effective October 12, 2020
- b. Anthony Hunter Obregon as a Laborer at the Operating Engineer rate of \$15.90 effective October 12, 2020
- c. Timothy J. Zimmer as a Laborer at the Operating Engineer rate of \$15.90 effective October 12, 2020

Hiring is contingent of successful completion of pre-employment background check and drug test.

*Nancy Olmstead stated that background checks were completed and the drug tests are in progress.*

**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 approve the Tentative Agreement between the Town of Vestal and the Vestal Police Supervisors Association (VPSA) reached on September 15, 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. Request from Lincoln Ellis, Code Enforcement to approve night work at Sam's Club Property from October 4 – 9, 2020.

*Supervisor Schaffer stated that they are going to mill at night and fill in during the day.*

**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 (ELLIS/Fletcher)**

**RECEIVE AND FILE**

**UNFINISHED BUSINESS**

**VESTAL TOWN BOARD WORK SESSION**  
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**NEW BUSINESS**

**EXECUTIVE SESSION**

On a motion of Councilwoman Messina, seconded by Councilman Ellis, 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:

Discuss ZBA candidates, Coal House,  
Collective Bargaining CSEA & Operating Engineers

The time was 5:55 PM.

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

**ADOPTED**

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

**Resolved** the Board leave the Executive Session and adjourn the meeting. The time was 6:30 PM.

Respectfully submitted,  
Debra Wallace, Town Clerk