

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, OCTOBER 26, 2020

WORK SESSION & BUDGET REVIEW

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, Water Superintendent Scott Groats, 1st Deputy Town Clerk Kelcy Wickman and Town Clerk Debra Wallace.

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

BUDGET REVIEW

Town Comptroller Laura McKane distributed to the Board a packet of budgetary information. She then started the review of the Water & Sewer Budget with Water Superintendent Scott Groats. McKane stated they went with a conservative approach on the budget since there were still many unknowns due to Covid-19. Binghamton University revenue was reduced due to University closures. No substantial equipment purchases planned, but will have to upgrade the Sheedy Road booster and redevelop a well. Groats stated that because of the unknowns on revenue, he may have to make adjustments each quarter. Fund Balance is healthy and helping in balancing the budget.

McKane reviewed the Light District and stated that with the upgrades to LED lights this past year, the Light District had significant savings. Since money was borrowed from the General Fund for the project, approximately \$76,000 will be paid back to the General Fund.

Below are the updates made to date in the Preliminary Budget:

TOWN OF VESTAL - BUDGET SUMMARY
2021 Budget as of 10/26/2020

	APPROPRIATIONS	ESTIMATED REVENUES	APPROPRIATED FUND BALANCES & DEBT RESERVES	TAXES TO BE RAISED	TOTAL REVENUES & OTHER SOURCES
General Fund	\$12,686,345	\$6,229,508	\$701,307	\$5,755,530	\$12,686,345
Highway Fund	\$6,038,799	\$2,832,517	\$367,897	\$2,838,385	\$6,038,799
Fire General Fund (Incl. Foam Dist.)	\$1,632,738	\$8,550	\$480	\$1,623,708	\$1,632,738
Special District Funds:					
Consolidated Water District #1	\$3,356,397	\$2,759,328	\$270,219	\$326,850	\$3,356,397
Consolidated Sewer District #1	\$4,702,623	\$3,804,076	\$384,518	\$514,029	\$4,702,623
Central Light	\$150,000	\$0	\$0	\$150,000	\$150,000
Drainage Districts	\$98,440	\$658		\$97,782	\$98,440
Debt Service Funds:					
Water Districts	\$0	\$0		\$0	\$0
Internal Service Fund:					
Health Insurance (net of interfund trans.)	\$649,935	\$407,000	\$242,935		\$649,935
Expendable Trust - LOSAP (net of interfund trans.)	\$72,695	\$0	\$72,695		\$72,695
TOTALS	\$29,387,972	\$16,041,637	\$2,040,051	\$11,306,284	\$29,387,972

2020 Tax Levy Limit = \$11,395,142

Difference (88,858.00) Below tax cap

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TOWN OF VESTAL - TAX RATE WORKSHEET 2021 BUDGET AS OF 10/26/2020											
FUND	2020 Taxes Raised	2020 Rates @ Full Value	2020 Adopted Budget	2021 Estimated 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	
General Fund	\$5,656,535	\$3.0208	\$13,928,680	\$12,686,345	\$6,229,508	\$751,307	\$5,705,530	\$3.0350	0.47%	\$0.0142	
Highway Fund	\$2,789,551	\$1.4897	\$5,936,519	\$6,038,799	\$2,832,517	\$367,897	\$2,838,385	\$1.5099	1.35%	\$0.0202	
TOTALS	\$8,446,086	\$4.5105	\$19,865,199	\$18,725,144	\$9,062,025	\$1,119,204	\$8,543,915	\$4.5449	0.76%	\$0.0344	
				% Increase in Spending -5.7%					% Change in Levy 1.2%		
				Down because fewer projects were funded in this projection							Tax Change for Home with \$100,000 AV \$3.44
Assessed Value 2020 for 2021 Levy = \$1,879,891,551											

2021 FIRE DISTRICT - PROPOSED BUDGET											
	2020 Taxes Raised	2020 Rates @ Full Value	2020 Adopted Budget	2021 Proposed 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 Prop.	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	\$0.8345	6.38%	\$0.0501	
				% Change in Spending 5.33%							
				% Increase in Spending Plan (without Foam District) 5.28%					% Increase in Levy (without Foam District) 6.67%		
Assessed Value 2020 for 2021 Levy = \$1,914,678,374											
										Tax Increase Home with a \$100,000 AV \$5.01	

FUND BALANCE PROJECTION FOR 2021 10/26/2020			
	GENERAL FUND	HIGHWAY FUND	FIRE DISTRICT
UNRESTRICTED FUND BALANCE @ 12/31/2019 (including prepaids & encumbrances)	\$3,788,324	\$1,297,660	\$681,605
-PROJECTED EXPENDITURES FOR 2020 (WITHOUT RESERVE EXP)	\$12,272,973	\$5,771,900	\$1,021,981
+PROJECTED REVENUES FOR 2020 (WITHOUT RESERVE REV)	\$12,185,235	\$5,797,041	\$1,064,922
=ESTIMATED FUND BALANCE @ 12/31/2020	\$3,700,586	\$1,322,801	\$724,546
- RESTRICTIONS FOR ENCUMBRANCES OR CAPITAL PROJECTS			\$250,000
- APPROPRIATED IN 2021 OPERATING BUDGET	\$600,000	\$335,040	
=EST. UNRESERVED UNAPPROPRIATED FUND BALANCE AT 12/31/20	\$3,100,586	\$987,761	\$474,546
AS % OF 2021 BUDGET APPROPRIATIONS	24.8548%	16.3596%	29.5347%
	WATER DISTRICT	SEWER DISTRICT	CENTRAL LIGHT
UNRESTRICTED FUND BALANCE @ 12/31/2019 (including prepaids & encumbrances)	\$1,694,488	\$2,084,899	\$55,494
-PROJECTED EXPENDITURES FOR 2020 (WITHOUT RESERVE EXP)	\$3,181,717	\$4,859,740	\$227,107
+PROJECTED REVENUES FOR 2020 (WITHOUT RESERVE REV)	\$3,086,643	\$4,217,400	\$280,400
=ESTIMATED FUND BALANCE @ 12/31/2020	\$1,599,414	\$1,442,559	\$108,787
-APPROPRIATED FOR CAPITAL ITEMS IN 2021 OPERATING BUDGET			
-UNRESERVED FUND BALANCE APPROPRIATED FOR 2021 OPERATIONS	\$247,107	\$381,674	
=EST. UNRESERVED UNAPPROPRIATED FUND BALANCE AT 12/31/20	\$1,352,307	\$1,060,885	\$108,787
AS % OF 2021 TENTATIVE BUDGET APPROPRIATIONS	40.5988%	22.5594%	40.2915%

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CHANGES TO APPROPRIATIONS FROM TENTATIVE TO PRELIMINARY BUDGET					
REVENUE					
			2021	2021	
General Fund			2021	2021	
ORG	OBJ	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
A1001	1001	Real Property Taxes	\$ (5,706,519)	\$ (5,670,530)	\$ (35,989)
A1011	1011	Approp. Fund Balance	\$ (518,388)	\$ (600,000)	\$ 81,612
A1012	1012R	Approp. Fund Balance- Reserve	\$ (87,896)	\$ (151,307)	\$ 63,411
A1120	1120	Non-Prop Taxes - Sales	\$ (4,315,000)	\$ (4,240,000)	\$ (75,000)
A2001	2001	Pool Passes	\$ (3,900)	\$ -	\$ (3,900)
A2004	2004	Basketball Camp Registra.	\$ (4,000)	\$ -	\$ (4,000)
A2011	2011	Picnic Permits	\$ (11,000)	\$ -	\$ (11,000)
A2016	2016	Basketball Conditioning Clinic	\$ (1,300)	\$ -	\$ (1,300)
A2019	2019	Swim Lessons	\$ (32,000)	\$ -	\$ (32,000)
A2025	2025	Family Swim	\$ (500)	\$ -	\$ (500)
A2028	2028	Outdoor Pool	\$ (14,000)	\$ -	\$ (14,000)
A2401	2401	Interest Earnings	\$ (30,000)	\$ (15,000)	\$ (15,000)
A2411	2411R	Rental of Coal House	\$ (5,796)	\$ -	\$ (5,796)
A3820	3820	State Aid-Summer Rec. Pro	\$ -	\$ (2,500)	\$ 2,500
A3821	3821	State Aid-Youth Serv. Pro	\$ -	\$ (2,500)	\$ 2,500
					\$ (48,462)
Highway Fund					
ORG	OBJ	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
D1001	1001	Real Property Taxes	\$ (2,929,575)	\$ (2,838,385)	\$ (91,190)
D1011	1011	Approp. Fund Balance	\$ (337,890)	\$ (335,040)	\$ (2,850)
D1012	1012R	Approp. Fund Balance- Reserve	\$ (28,507)	\$ (32,857)	\$ 4,350
D1120	1120	Non-Prop Taxes - Sales	\$ (2,300,000)	\$ (2,375,000)	\$ 75,000
D2401	2401	Interest Earnings	\$ (5,000)	\$ (4,500)	\$ (500)
D2805	2805	Drain Dist. Reimbursement	\$ (99,000)	\$ (98,190)	\$ (810)
					\$ (16,000)
Water District					
ORG	OBJ	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
W1011	1011	Approp. Fund Balance	\$ (221,614)	\$ (247,107)	\$ 25,493
					\$ 25,493
Light District					
ORG	OBJ	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
B1001	1001	Real Property Taxes	\$ (270,000)	\$ (150,000)	\$ (120,000)
					\$ (120,000)
Drainage Districts					
ORG	OBJ	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
01D30	1003	Maintenance Assessment	\$ (4,999)	\$ (4,990)	\$ (9)
02D30	1003	Maintenance Assessment	\$ (1,967)	\$ (1,966)	\$ (1)
05D30	1003	Maintenance Assessment	\$ (922)	\$ (921)	\$ (1)
09D30	1003	Maintenance Assessments	\$ (751)	\$ (750)	\$ (1)
13D30	1003	Maintenance Assessments	\$ (105)	\$ (104)	\$ (1)
14D30	1003	Maintenance Assessments	\$ (10)	\$ (9)	\$ (1)
17D30	1003	Maintenance Assessments	\$ (6,032)	\$ (6,023)	\$ (9)
					\$ (23)

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CHANGES TO APPROPRIATIONS FROM TENTATIVE TO PRELIMINARY BUDGET						
APPROPRIATIONS						
General Fund				2021	2021	2021
ORG	OBJ	DEPT	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
A1010	1010	Councilman	Salaries	\$ 42,944	\$ 45,092	\$ 2,148
A1010	4030	Councilman	Education & Travel	\$ 2,275	\$ 1,200	\$ (1,075)
A1110	1010	Justice	Salaries	\$ 146,682	\$ 147,320	\$ 638
A1110	4030	Justice	Education & Travel	\$ 3,260	\$ 2,300	\$ (960)
A1220	1010	Supervisor	Salaries	\$ 59,939	\$ 76,813	\$ 16,874
A1220	4030	Supervisor	Education & Travel	\$ 2,100	\$ 200	\$ (1,900)
A1220	4490	Supervisor	Books Periodicals Dues & Sub.	\$ 70	\$ 90	\$ 20
A1310	1010	Finance	Salaries	\$ 88,610	\$ 92,271	\$ 3,661
A1310	1030	Finance	PT Labor	\$ 23,841	\$ 24,666	\$ 825
A1310	1033	Finance	Overtime	\$ 5,000	\$ 4,500	\$ (500)
A1315	1010	Comptroller	Salaries	\$ 162,000	\$ 169,990	\$ 7,990
A1330	1010	Tax Receiver	Salary (Stipends)	\$ 6,000	\$ 7,993	\$ 1,993
A1355	4190	Assessor	Gasoline	\$ 500	\$ 200	\$ (300)
A1355	4440	Assessor	Machine Maint. & Leases	\$ 1,200	\$ 1,000	\$ (200)
A1410	4140	Town Clerk	Legal Notice & Advertisin	\$ 2,200	\$ 1,700	\$ (500)
A1420	1010	Town Attorney	Salaries	\$ 77,641	\$ 79,002	\$ 1,361
A1420	4490	Town Attorney	Books Periodicals Dues & Sub.	\$ 2,500	\$ 3,300	\$ 800
A1440	4180	Engineering	Uniform & Clothing Allow.	\$ 350	\$ 450	\$ 100
A1620	1030	General Town	Part-Time Labor	\$ 35,000	\$ 35,775	\$ 775
A1620	4000	General Town	Contr. & Prof. Services	\$ 8,000	\$ 5,500	\$ (2,500)
A1620	4030	General Town	Education & Travel	\$ -	\$ 100	\$ 100
A1620	4190	General Town	Gasoline	\$ 1,500	\$ 1,000	\$ (500)
A1680	1010	IT - Central Data Processing	Salaries	\$ 118,600	\$ 120,736	\$ 2,136
A1680	2220	IT - Central Data Processing	Computer Hardware	\$ 43,000	\$ 89,000	\$ 46,000
A1680	4051	IT - Central Data Processing	Cellular Telephone Expense	\$ 900	\$ 1,000	\$ 100
A1680	4190	IT - Central Data Processing	Gasoline	\$ 850	\$ 500	\$ (350)
A3120	1035	Police	Shift Premiums	\$ 69,000	\$ 67,000	\$ (2,000)
A3120	4190	Police	Gasoline	\$ 70,000	\$ 65,000	\$ (5,000)
A3510	4190	Dog Control	Gasoline	\$ 400	\$ 100	\$ (300)
A3620	1010	Safety Inspection	Salaries	\$ 312,290	\$ 314,252	\$ 1,962
A3620	4030	Safety Inspection	Education & Travel	\$ 4,500	\$ 4,000	\$ (500)
A3620	4040	Safety Inspection	Vehicle Maintenance	\$ 3,000	\$ 2,000	\$ (1,000)
A3620	4190	Safety Inspection	Gasoline	\$ 1,750	\$ 1,400	\$ (350)
A5010	1010	Highway Administration	Salaries (Administration)	\$ 199,320	\$ 202,533	\$ 3,213
A6772	4030	Senior Citizens	Education & Travel	\$ 9,000	\$ 2,000	\$ (7,000)
A7140	1010	Parks	Salary (Management)	\$ 69,253	\$ 69,151	\$ (102)
A7140	4080	Parks	Bldg./Grounds Maint.& Repairs	\$ 30,000	\$ 25,000	\$ (5,000)
A7140	4190	Parks	Gasoline	\$ 21,000	\$ 16,500	\$ (4,500)
A7180	1010	Swimming Pool	Salaries (Supervisory)	\$ 33,040	\$ -	\$ (33,040)
A7180	1020	Swimming Pool	Labor (Inc. Pool Maint.)	\$ 102,788	\$ -	\$ (102,788)
A7180	4060	Swimming Pool	Operating Exp. & Supplies	\$ 2,000	\$ -	\$ (2,000)
A7180	4080	Swimming Pool	Bldg./Grounds Maint.& Repairs	\$ 12,400	\$ 9,400	\$ (3,000)
A7180	4303	Swimming Pool	Chlorine & Chemicals	\$ 8,188	\$ 4,188	\$ (4,000)
A7310	1010	Recreation	Salaries (Full time)	\$ 127,857	\$ 68,885	\$ (58,972)
A7310	1022	Recreation	Labor-Indoor Swimming	\$ 2,700	\$ -	\$ (2,700)
A7310	1023	Recreation	Labor-Adult Programs	\$ 2,448	\$ -	\$ (2,448)

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A7310	1025	Recreation	Winter Youth	\$ 750	\$ -	\$ (750)
A7310	1030	Recreation	Extra Help & PT Labor (EP)	\$ 5,869	\$ 6,029	\$ 160
A7310	1123	Recreation	Labor-Basketball Camp	\$ 2,450	\$ -	\$ (2,450)
A7310	1130	Recreation	Labor Bsktbl. Conditioning Clin	\$ 650	\$ -	\$ (650)
A7310	4010	Recreation	Office Supplies & Oper. Expense	\$ 2,000	\$ 1,500	\$ (500)
A7310	4030	Recreation	Education & Travel	\$ 1,500	\$ -	\$ (1,500)
A7310	4160	Recreation	Printing	\$ 4,070	\$ 3,000	\$ (1,070)
A7310	4190	Recreation	Gasoline	\$ 700	\$ 500	\$ (200)
A7310	4251	Recreation	School & Other Rentals	\$ 9,484	\$ 4,000	\$ (5,484)
A7310	4308	Recreation	Printer Contract w/Supplies	\$ 4,250	\$ 2,000	\$ (2,250)
A7310	4330	Recreation	Arts Games & Crafts	\$ 4,600	\$ 4,000	\$ (600)
A7310	4333	Recreation	Field Day & Spec. Events	\$ 6,000	\$ 4,000	\$ (2,000)
A7310	4335	Recreation	Indoor Pool Instr. Aids	\$ 200	\$ -	\$ (200)
A7310	4342	Recreation	Basketball Camp Expense	\$ 800	\$ -	\$ (800)
A7310	4348	Recreation	Misc. Recreation Prog. Exp	\$ 5,000	\$ 3,000	\$ (2,000)
A7310	4441	Recreation	Software Maintenance	\$ 3,345	\$ 2,395	\$ (950)
A7310	4490	Recreation	Books Periodicals Dues & Sub.	\$ 835	\$ 335	\$ (500)
A7450	1010	Museum	Salaries	\$ -	\$ 44,611	\$ 44,611
A7451	1030	Museum	Part-Time Labor	\$ 32,000	\$ 6,000	\$ (26,000)
A7450	4030	Museum	Education & Travel	\$ 2,000	\$ 500	\$ (1,500)
A7510	1030	Historian	Part-Time Labor	\$ 3,319	\$ 3,410	\$ 91
A8010	4030	Zoning	Education & Travel	\$ 500	\$ 100	\$ (400)
A8020	4030	Planning	Education & Travel	\$ 500	\$ 100	\$ (400)
A9030	8403	Social Security & Medicare	FICA	\$ 450,000	\$ 460,000	\$ 10,000
A9620	9000R	Planned Additions	Interfund Transfers Reserve	\$ 35,796	\$ 30,000	\$ (5,796)
A9730	6452	BAN Principal & Interest	Principal On BANS	\$ 151,242	\$ 130,442	\$ (20,800)
A9730	7452	BAN Principal & Interest	Interest On BANS	\$ 15,816	\$ 14,805	\$ (1,011)
A9730	6452R	BAN Principal & Interest	BAN Principal pd. from Reserves	\$ 82,000	\$ 144,400	\$ 62,400
A9730	7452R	BAN Principal & Interest	Reserve Interest	\$ 5,896	\$ 6,907	\$ 1,011
A9901	9002	Transfer to Other Funds	Transfer to Health Ins. Fund	\$ 2,462,000	\$ 2,525,865	\$ 63,865
				TOTAL OF CHANGES		\$ (48,462)
Highway Fund						
ORG	OBJ	DEPT	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
D5110	4190	Road Repair	Gas & Diesel Fuel	\$ 110,000	\$ 100,000	\$ (10,000)
D5142	4006	Snow & Ice Control	Control Ice & Snow	\$ 330,000	\$ 320,000	\$ (10,000)
D9030	8403	Social Security & Medicare	FICA	\$ 128,000	\$ 132,000	\$ 4,000
D9730	6452	BAN Principal & Interest	Principal On BANS	\$ 414,394	\$ 410,044	\$ (4,350)
D9730	6452R	BAN Principal & Interest	BAN Principal pd. from Reserves	\$ -	\$ 4,350	\$ 4,350
				TOTAL OF CHANGES		\$ (16,000)
Water District						
ORG	OBJ	DEPT	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
W8310	1010	Water Administration	Salaries-Foreman (SG)(WP)(DS)	\$ 201,060	\$ 203,123	\$ 2,063
W8340	1060	Transmission & Distribution	Taxable Fringe Benefits	\$ 2,500	\$ 7,200	\$ 4,700
W9901	9002	Transfer to Other Funds	Transfer to Health Ins Fund	\$ 351,000	\$ 369,730	\$ 18,730
				TOTAL OF CHANGES		\$ 25,493
Light District						
ORG	OBJ	DEPT	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
B5182	4110	Central Lighting	Payments-to NYSE&G	\$ 140,000	\$ 150,000	\$ 10,000
B5182	4060	Central Lighting	Operating Exp. & Supplies	\$ 130,000	\$ -	\$ (130,000)
				TOTAL OF CHANGES		\$ (120,000)

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Drainage Districts						
ORG	OBJ	DEPT	DESCRIPTION	TENTATIVE	PRELIM	DIFFERENCE
01SD8	4060	Drainage 1	Operational Expenses	\$ 2,504	\$ 2,495	\$ (9)
02SD8	4307	Drainage 2	Storm Sewer Materials	\$ 984	\$ 983	\$ (1)
05SD8	4060	Drainage 5	Operational Expenses	\$ 461	\$ 460	\$ (1)
09SD8	4060	Drainage 9	Operational Expenses	\$ 376	\$ 375	\$ (1)
09SD8	4307	Drainage 9	Storm Sewer Materials	\$ 376	\$ 375	\$ (1)
13SD8	4060	Drainage 13	Operational Expenses	\$ 105	\$ 104	\$ (1)
14SD8	4060	Drainage 14	Operational Expenses	\$ 10	\$ 9	\$ (1)
17SD8	4060	Drainage 17	Operational Expenses	\$ 6,032	\$ 6,023	\$ (9)
				TOTAL OF CHANGES		\$ (23)

UPCOMING PUBLIC HEARINGS

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request for John Schaffer, Town Supervisor to sign water service agreement with Binghamton University.

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

7.2 FINANCE (MESSINA /Fletcher)

1. Warrants: 2020 – 42, 42E, 43, 43E

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

2. Request to approve John Schaffer, Town Supervisor to sign contract with Vestal School District for School Resource Officers for the 2020-2021 school year.

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 Town of Vestal to extend its contract with Southern Tier Medical Care-NY, P.C. to receive Occupational Health Services on an as-needed basis for the period January 1, 2021 through December 31, 2021 as described in the contract and for the Town Supervisor to sign such extension. There will be no changes in the terms of the agreement or pricing.

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 Memorandum of Understanding between the Town of Vestal and the International Union of Operating Engineers, Local 158 reached on October 20, 2020 and to authorize the Town Supervisor to sign the resulting collective bargaining agreement.

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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 Olmstead, Director of Human Resources for authorization for John Butler, Police Chief to appoint Alison L. Zlinsky to a vacant Police Officer position effective November 2, 2020. Per the PBA Collective Bargaining Agreement the rate of pay will be \$52,976.00. Officer Zlinsky will be transferring from another police agency.

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)

7.5 PUBLIC SAFETY (MESSINA/Fletcher)

1. Request to adopt 2021 Town of Vestal Fire District proposed budget as the final 2021 Fire District Budget with total appropriations (Including Foam District) of \$1,632,738 and to approve the Fire District 5 year capital plan.

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

2. Motion to authorize payment to Starr Uniform Center in the amount of \$15,940.05 and to exempt the associated purchases from the town's procurement policy requiring solicitation of quotes. The invoices associated with the payment are for a variety of initial issue clothing and accessory items purchased for 6 police officers hired in 2020. The police department will evaluate the ability to add a competitive element to the purchasing process for going forward.

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 Michelle Tomancik-Teed, Recreation to retro-approve John Schaffer, Town Supervisor signing the Division for Youth Grant application.

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 6:00 PM.

Respectfully submitted,
Debra Wallace, Town Clerk