

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY, NOVEMBER 2, 2020

WORK SESSION

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

Also Attending: Town Attorney David Berger, Director of Human Resources Nancy Olmstead,
Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, Town Clerk Debra
Wallace

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

UPCOMING PUBLIC HEARINGS

11/4/2020 – Town & Special District 2021 Budget

COMMITTEES

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

7.2 **FINANCE** (MESSINA /Fletcher)

1. Warrants: 2020 – 44, 44E, 44B

OK – This item will be placed on the Agenda under Receive & File at the next Regular Meeting of the Town Board.

7.3 **PERSONNEL** (FLETCHER/Fitzgerald)

1. Request from Nancy Olmstead, Director of Human Resources to discuss part time Clerk position.

Nancy Olmstead, Director of Human Resources stated the part-time position will remain on the books and be used in an as needed basis for Tax Collecting.

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

1. Request from Art Robinson, Code Department, to approve a Harvest Timber Permit for Matthew Karp with Wagner Millwork LLC for the harvest of 12 trees at 2018 Cambridge Place.

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)

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7.6 ADMINISTRATION (ELLIS/Fletcher)

1. Discuss the meeting schedule for 2021

Supervisor Schaeffer suggested that the meetings that are schedule for December 20th & 22nd be rescheduled to December 13th & 15th on the 2021 proposed calendar. The Board was in agreement.

RECEIVE AND FILE

UNFINISHED BUSINESS

Town Comptroller, Laura McKane, gave an update on the Defensive Driving Class that was approved at the 9/20/2020 Town Board Meeting. She has found an instructor through Baxter Driving and the cost is a little bit more than what they paid in the past. The Board gave the okay to contract with Baxter Driving for the classes.

NEW BUSINESS

Supervisor Schaffer stated he talked with Code Enforcement about the Forest Restoration Project. Conservation Advisory Committee is on board.

The Town Clerk's office will be looking into updating the Town of Vestal website to make it more user friendly.

Councilman Ellis stated that the Parks Department has relocated to the Highway Department Building.

BUDGET REVIEW

Town Comptroller, Laura McKane, handed out a draft to the Board of the power point presentation for the Public Hearing on November 4, 2020.

ADJOURNMENT

On a motion from Councilwoman Fitzgerald, seconded by Councilwoman Messina, the meeting was adjourned at 6:30 PM.

Respectfully submitted,
Debra Wallace, Town Clerk