

**VESTAL TOWN BOARD WORK SESSION MINUTES**  
**MONDAY MARCH 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 Engineer Vern Myers, Town Clerk Debra Wallace

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

**UPCOMING PUBLIC HEARINGS**

03/24/2021 – Parlor City Furniture and Cubed Naturals, Special Permit for Retail Use

03/24/2021 – Local Law “C” Abolishing the Elected Position of Receiver of Taxes

03/24/2021 – Local Law “A” Rezoning of Bunn Hill Road

*Supervisor Schaffer stated that the Public Hearings will held in the order above. Each person will have 3 minutes to speak. Regarding Local Law “A”, those that did not have an opportunity to speak at the earlier Public Hearing will be given the opportunity to speak first.*

**COMMITTEES**

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

**7.2 FINANCE** (MESSINA /Fletcher)

**1. Warrants:** 2021- 10, 10C, 10E; 11, 11E, 11S

**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 from David Berger, Town Attorney, for approval to have Congdon Appraisal LLC, do an appraisal for property located at 1901 Vestal Parkway W. Parcel 172.11-3-15.2

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

**3.** Request from Laura McKane, Town Comptroller, to rescind the previously adopted bond resolution #R056-21 for the Emergency Squad Building because publication deadlines were not met.

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

**4.** Request from Laura McKane, Town Comptroller, to re-adopt a bond resolution for the Emergency Squad Building.

A resolution supplementing the Bond Resolution dated March 27, 2019, to Authorize the issuance of an additional \$550,000 Serial Bonds of the Town of

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Vestal, Broome County, New York, to pay part of the cost of the town's share of the cost of the construction of a new Emergency Squad building on Vestal Parkway East, in Vestal, New York, in and for said Town. **The Resolution is adopted subject to Permissive Referendum.** (Full Text is available in the addendum and the Town Clerk's Office.)

**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 Michelle Tomancik-Teed, Assistant Recreation Planner, to hire summer camp directors as indicated in her memo dated March 16, 2021. All background checks have been completed.

**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)

1. Request from Lincoln Ellis, Town Code Enforcement Officer, for the Town Board to discuss outdoor seating at restaurants for summer 2021.

*Town Code Enforcement Officer, Lincoln Ellis would like to have a site plan and site inspection for six months or until indoor seating is back to 100%. The Code Department will follow up with each restaurant's outdoor plans.*

**NO** – This item will not be added to the Agenda for a vote at the next Regular Meeting of the Town Board.

2. Request from Derek Nelson, of Spooky Action Industrial Arts, to maintain the permanent placement of the 40' high cube shipping container, currently in use at his business, located at 1803 Castle Gardens Road.

*Supervisor Schaffer stated that they have had a year and a half to respond to a letter that was sent out from the Town. The Town Code Enforcement Officer will send a letter denying this request.*

**NO** – This item will not be added to the Agenda for a vote at the next Regular Meeting of the Town Board.

3. Request from Fairbanks Karate, to hold its 7<sup>th</sup> annual karate tournament and fundraiser for Traci's Hope at Arnold Park on Saturday, May 22, 2021.

*Proof of insurance is included and forms have been submitted.*

**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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**7.5 PUBLIC SAFETY (MESSINA/ELLIS)**

1. Request from John Paffie, Fire Chief, for the Town Supervisor to authorize the Amateur Radio Team of the Vestal Fire Department to operate and coordinate Amateur Radio emergency activities as the Radio Amateur Civil Emergency Services (RACES) and Amateur Radio Emergency Service (ARES) for the Town of Vestal.

*The Town Board will authorize advertisement in the Town Crier.*

**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, Police Chief, for the board to approve restoring the bathroom located in the former Parks building. Approximate cost of the project will be \$1000.00. Funding will be taken out of the Police Department's asset forfeiture budget line A3120-2626R.

*Supervisor Schaffer stated that most of the work will be done in house by the Town.*

**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)**

1. Request from Daniel Williams, IT Director, for Board approval to dispose of computer equipment, no longer in service with the Town, to a recycler who will properly recycle the materials inside the equipment. Complete list of equipment is in the addendum.

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

2. Request for approval to extend the agreement between the Vestal Central School District and the Town of Vestal for the 2021 School Tax Collection season.

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

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Supervisor Schaffer stated that he would like to talk to IT about looking into pricing for upgraded equipment for the Board. The ipads have not been working well and their emails have been working inconsistently. The Town Attorney stated that it might be a network issue. Members of the Board mentioned that if email is an issue, it might be at the County level. Supervisor Schaffer will look into it with IT.

**NO** – This item will not be added to the Agenda for a vote at the next Regular Meeting of the Town Board.

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Supervisor Schaffer stated that he received an email from Mr. Mushalla about holding events at the Coal House. The Board would like to table this discussion until a later time.

**NO** – This item will not be added to the Agenda for a vote at the next Regular Meeting of the Town Board.

**EXECUTIVE SESSION**

On a motion by Councilwoman Messina, seconded by Councilman Fletcher, the Board entered into Executive Session for the purposes of discussing the following:

Negotiations with CSEA, Operating Engineers, PBA and VPSA  
Individual Performance & Hiring

The time was 6:37 pm.

On a motion by Councilwoman Fitzgerald, seconded by Councilman Ellis, the Board ended Executive Session and adjourned the meeting. The time was 7:30 pm.

Respectfully submitted,  
Debra Wallace, Town Clerk