

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY MARCH 8, 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 Comptroller Laura McKane, Town Engineer Vern Myers, Police Chief John Butler, Water Superintendent Scott Groats, Town Clerk Debra Wallace

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

UPCOMING PUBLIC HEARINGS

03/10/2021 – Construction of Ambulance Facility

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Scott Groats, Water & Wastewater Superintendent, to award the bid for Water Appurtenances to the lowest bidder, Core and Main, Binghamton, New York. Bid price \$133,896.15.

Councilman Ellis stated that Core and Main was the only complete bidder.

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

7.2 FINANCE (MESSINA /Fletcher)

1. **Warrants:** 21-08, 21-08A, 21-08E, 21-09, 21-09E

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 Laura McKane, Town Comptroller, to discuss participating in the Broome County Purchasing Alliance RFP for securing competitive pricing on retiree Medicare Advantage insurance with the same coverage currently provided retirees.

Laura McKane stated that Broome County is putting together a Purchasing Alliance which may be eligible for a Shared Services Grant. She expects the premiums to drop which could save \$300,000 a year or more if matched. This request is just to get into the RFP, there is no commitment or contract at this point.

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 authorize renewal of the Excellus BCBS contract for Health Plan Administration and Stop Loss Insurance.

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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 authorize an agreement with Douglas Bulman for consulting services.

Town Comptroller Laura McKane stated that we have used Mr. Bulman for many years and it has been a good working relationship.

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

5. Request from Laura McKane, Town Comptroller, to adopt a Bond Resolution for the Emergency Squad Building.

The Town has not received the contract back from the Emergency Squad as of yet.

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

6. Request from Nick Angeline, Deputy Comptroller, to approve budget transfers dated 12/31/2020 as indicated in memo.

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 Nancy Olmstead, Director of Human Resources, for authorization for John Butler, Police Chief, to appoint Kurtis Mallow to a vacant Police Officer position effective March 22, 2021. Per the PBA Collective Bargaining Agreement the annual rate of pay will be \$54,433. Such appointment is contingent on successful completion of all Town and County Civil Service requirements including, but not limited to, physical examination, drug testing and psychiatric examination.

Mallow will begin attending the Broome County Police Academy on March 29, 2021.

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

2. Request from Nancy Olmstead, Director of Human Resources, for the Town Board to adopt the Public Employer Health Emergency Plan for Town of Vestal (as provided in the addendum) and authorize John Schaffer, Town Supervisor, to sign the document. Following Board approval the assigned resolution number and adoption date will be added to the document and the word “DRAFT” will be removed. As required by NYS law, the document will be posted on the Town’s website, the Town’s K Drive (for employee access) and included in the next

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publication of the Town's Employee Handbook.

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 Vernon Myers, Town Engineer, for the Town Board to authorize the Town Supervisor to sign Supplemental Agreement #3 with the NYSDOT for adding the funding for the construction inspection for the Washington Drive Bridge.

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

2. Request from Andrew J. Deskur, Executive Director Kopernik Observatory & Science Center, to hold a 5K road race, "Race to the Stars" on April 24, 2021.

Contingent on the Town receiving the necessary insurance papers to approve the event.

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

3. Request from Anthony Folk, Owner, Roots Trail Development, to host the annual "Southern Tier Enduro" Mountain Bike event at Jones Park on Sunday, July 11, 2021.

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

4. Request from Peter Walsh, Walsh & Sons Construction on behalf of Vestal Self Storage LLC, for the Town Board to make an exception and reduce permit fees for the second phase of construction which will consist of an additional 24,000 square feet between three additional buildings.

Supervisor Schaffer stated that this is the law and the Board agrees that the law will not be changed. Town Attorney will send them a letter.

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

5. Request from Vernon Myers, Town Engineer, for the Town Board to authorize the Town Supervisor to sign three (3) architectural contract amendments to Bergmann Associates once approved and processed by the Governor's office of storm recovery for the following services:

Amendment #1: Additional Service not in original contract for Parcel Legal Description and Parcel Map for the NYSDOT Surplus Property (Site of New EMS Facility) Total Cost = \$4,635.90

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Amendment #2: Additional Services not in original scope to address last minutes changes affecting building layout, mechanical, electrical and plumbing
Total Cost = \$15,810.00

Amendment #3: For Owner's Representative Services during construction
Total Cost = \$70,922.00.

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

6. Request from Vernon Myers, Town Engineer, for the Town Board to authorize the Town Supervisor to sign the NYSDOT agreement for Site Work allowing construction to begin on the NYSDOT property.

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

7. Request from Vernon Myers, Town Engineer, for the Town Board to authorize the Town Supervisor to sign four (4) construction contract agreements for the construction of the EMS Facility once approved and processed by the Governor's Office of Storm Recovery for the following services:

Streeter Associates – General Construction Contract - \$2,444,000.00
Petcosky & Sons Plumbing and Heating – Mechanical Contract - \$220,700.00
Petcosky & Sons Plumbing and Heating – Plumbing Contract - \$255,000.00
Spectrum Electrical – Electrical Contract - \$332,000.00

Town Engineer Vern Myers stated when we bid the project, we gave the contractors 45 days. They have agreed to extend it but the contracts need to get signed as soon as possible. The Town will need to sign a temporary agreement while the attorneys for the DOT in Albany close on the property. Myers stated he is still waiting on the appraisals which were due Friday. He would like to have approval to sign the contracts to keep us moving forward while we wait for Albany. Supervisor Schaffer states he has no problems with moving forward.

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

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

1. Request from John Paffie, Fire Chief, to approve Richard Murphy as a new member of the Vestal Fire Department at Company No. 1.

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

2. Request from Susan Bowen, Secretary to the Board of Fire Commissioners and LOSAP Administrator, for Kimberly Birdsall to receive her LOSAP Pre-Entitlement Disability Benefit of approximately \$6,200.

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Supervisor Schaffer would like more information from LOSAP before voting on it. Councilman Ellis will look into getting more information by Wednesday.

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

3. Request from John Butler, Chief of Police, to discuss adopting a Local Law regarding Property and Building Nuisances.

Police Chief John Butler stated that he would like to have a Local Law that would address property and building nuisances and add it to the Code Book under Chapter 15. It will assist the Police Department help with absentee landlords in the community by giving the Town the steps to handle the complaints and the ability to take action when needed.

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

4. Request from Stace Kintner, Police Captain, for the Town Board to approve the sale and proposed pricing of retired police vehicles which are no longer in service.

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

5. Request from Stace Kintner, Police Captain, to award the Aftermarket Equipment and Labor Bid for Police Vehicle Parts and Service to the low bidder, Cover-All Tent LLC: Owego N.Y., with a total of \$16,311.13.

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)

UNFINISHED BUSINESS

NEW BUSINESS

1. Town Attorney David Berger received an email from J&J Sheet Metal asking to waive the permit fee. The Law changed in 2019 but they have been there since 1988. They feel they should be grandfathered in and feel it would be prejudicial if they have to pay. The Town gave them 18 months to be in compliance and they are not. Dave Berger will send a letter stating that they will need to comply.

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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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:

I/I Credits and Personnel
Negotiating a Contract
Litigation Matter involving a Tax settlement in an Assessment Case

The time was 6:44 pm.

On a motion by Councilwoman Fitzgerald, seconded by Councilman Ellis, the Board ended Executive Session and adjourned the meeting. The time was 7:45 pm.

Respectfully submitted,
Debra Wallace, Town Clerk