

# VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, June 7<sup>th</sup>, 2021

## WORK SESSION

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

Also Attending: Town Attorney Dave Berger, Town Clerk Debra Wallace, Human Resource Director Nancy Olmstead

Supervisor Schaffer convened the Work Session at 5:30 PM.

## UPCOMING PUBLIC HEARINGS

### COMMITTEES

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

1. Request from Scott Groats, Water Superintendent, to issue a refund to Shane Sullivan, 201 Edgewood Rd. in the amount of \$25.00 for a credit balance on his account.

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

2. Request from Scott Groats, Water Superintendent, to issue a refund to California Institute of Technology, 2448 Charleston Ave. in the amount of \$37.79 for a credit balance on their account.

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

3. Request from Scott Groats, Water Superintendent, for the Town Board to approve that any and all late fees be waived and a new bill adjusted and sent to Mr. Mark Caramore, 2617 Pine Bluff Drive.

*Town Board agreed to not take any action in regards to this matter. Town Attorney Dave Berger will be sending a letter notifying Mr. Caramore of the Town Boards decision.*

#### 7.2 FINANCE (MESSINA /Fletcher)

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1. Warrants: 2021-21, 21E, 22, 22E

**OK** – This item will be placed as a “Receive and File” on the Agenda at the next Regular Meeting of the Town Board.

1. Request from Nick Angeline, Deputy Comptroller, for the Town Board to approve budget transfers as indicated in memo dated 6/07/2021.

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

2. Request from Laura McKane, Town Comptroller, for the Town Board to authorize the renewal of insurance with NYMIR for the period May 29, 2021 through September 1, 2021.

**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, Police Chief, for the Town Board to approve the Police Department using of remaining DARE funds in the amount of \$3,012 to support the annual Youth Police Academy.

**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 Debra Wallace, Town Clerk to hire James Hiller as an Assistant Dog Control Officer to work as needed, on-call to provide backup assistance to the Dog Control Officer at the rate of \$40 per call effective June 19, 2021. A town vehicle, whenever available, will be used for responding to the call-outs.

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

2. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, for Town Board approval to hire Summer Camp Staff as indicated in the memo dated June 3, 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

3. Request from Nancy Olmstead, Director of Human Resources, for approval of the

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tentative agreement between the Town of Vestal and the Vestal PBA for the period January 1, 2022 through December 31, 2026 and authorization for John Schaffer, Town Supervisor to sign the resulting contract.

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

4. Request from Nancy Olmstead, Director of Human Resources, for approval of the tentative agreement between the Town of Vestal and the VPSA for the period January 1, 2022 through December 31, 2026 and for authorization for Town Supervisor John Schaffer to sign the resulting contract.

**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)**

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

1. Request from Sue Bowen, Secretary to the Board of Fire Commissioners, for the Board of Fire Commissioners to approve sending 1 vehicle to attend the Central NY Firemen's Association Parade in Owego, on Saturday, July 10, 2021 at 4:30 pm.

**OK** – This item will be placed on the Agenda at the next Regular Meeting of the Town Board.

### **7.6 ADMINISTRATION (FLETCHER/Ellis)**

1. Request from Cherese Rosales, Museum Director, for the board to pass a formal resolution supporting the application to the CFA (Consolidated Funding Application) for the proposed New York State Main Street Grant and Feasibility Study to begin the process of redevelopment of Front Street in Vestal. Possible outcomes are included in the addendum.

### **RECEIVE AND FILE:**

### **NEW BUSINESS:**

*Vestal Police Officer, Katirae Smith, has been selected as the canine handler for the new Canine Officer Position.*

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**UNFINISHED BUSINESS:**

**EXECUTIVE SESSION:**

On a motion by Councilwoman Messina, seconded by Councilman Fletcher the Board entered into

Executive Session for the purpose of discussing the following:

- Personnel and Lease negotiations for the Library and Coal House.

The time was 6:07 P.M.

On a motion by Councilman Ellis, seconded by Councilwoman Fitzgerald, the Board ended Executive Session and adjourned the meeting. The time was 6:45 pm.

Respectfully submitted,  
Debra Wallace, Town Clerk