

VESTAL TOWN BOARD WORK SESSION MINUTES
MONDAY JULY 12TH 2021

WORK SESSION

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

Also Attending: Town Attorney David Berger, Human Resources Director Nancy Olmstead, 1st Deputy Town Clerk Heather Webster, Town Clerk Debra Wallace, Fire Chief John Paffie, Assistant Fire Chief Bill Stout, Supervisor Schaffer convened the Work Session at 5:30 PM.

UPCOMING PUBLIC HEARINGS

COMMITTEES

1.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Scott Groats, Water & Wastewater Superintendent, for the Town Board to award the Manhole Rehabilitation Bid to Savy & Sons, 612 Church Street, Amston. Connecticut 06231. The low bidder did not meet the warranty conditions of the bid.

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

2. Request from resident Jessica Wayman, for the Town Board to allow her to place a Little Free Library in Stratford Park. There is a \$39.95 fee for a charter sign that she will pay. The Library was donated by the carpentry class at BT BOCES.

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

1.2 FINANCE (MESSINA /Fletcher)

1. Warrants: 2021- 25, 25E, 26, 26E, 27, 27C, 27E

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

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2. Request from Laura McKane, Town Comptroller, for the Town Board to authorize a budget transfer of \$28,918 from line A9901.9002 (Transfers to the Health Insurance fund) to A3120.2230 (Police Department Vehicles) retroactive to June 30, 2021 to cover the cost to replace the patrol vehicle transferred to the police canine program.

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

3. Request from David Berger, Town Attorney, for the Town Board to approve payment in the amount of \$1750.00 to Thurston, Casale & Ryan, LLC for Consult/Preliminary Valuation re: 434 Sportsplex, 190 Vestal Parkway West.

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, to appoint Andrea Bird on a part-time temporary basis to assist and provide guidance to new Court Clerks at the rate of \$20.00/hour starting Monday, July 12. The Business Office is authorized to transfer funds from A1110.1010 to A1110.1030 to cover the cost of wages for the temporary position.

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, to discuss the request from Scott Groats regarding the upgrading of a position in his department.

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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7.4 PLANNING & ZONING (FITZGERALD/Fletcher)

1. Request from Betsy Gerner, Director of Community Relations for StacheStrong, for the Town Board to allow four A Frame signs to be displayed on Vestal Town Property, announcing the annual StacheStrong 5K Run/Walk to benefit Brain Cancer Research. Locations of interest are the Park at 4 Corners (Front St. side) as well as the Rail Trail. This would not only raise awareness of the event but also alert residents of the 5K route. The 5K has been approved by the Town Board and is scheduled for September 18, 2021.

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, for the Board of Fire Commissioners to approve a Transfer of Funds in the amount of \$11,000 from the Fire District Fund Balance to F3410 4611R Training Site. This will be to cover the higher project cost and to finish the Burn Building updates and repairs.

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, to accept the following donations to be used towards funding the Police Department Canine Program. \$1,000 from Adam Weitsman and \$250 from Butler & Butler, P.C.

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

3. Request from Stace Kintner, Police Captain, for the Town Board to authorize use of funding from the A3120-2626R, Asset Forfeiture line, for expenses relating to the purchase and training of a new Police Canine and its handler. The approximate total for said purchase and training will be around \$12,000.

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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

7.6 ADMINISTRATION (FLETCHER/Ellis)

1. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, for the Town Board approval to hire Summer Camp Staff as indicated in the memo dated July 7, 2021. Background checks are pending.

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

2. Request from Cherese Wiesner- Rosales, Museum Director, for the Town Board to allow the Vestal Museum to accept a Grant Check in the amount of \$5000 for the Second Saturday Music Festival from the DEC Grant.

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

RECEIVE AND FILE:

NEW BUSINESS:

1. Request from Resident Mihaela Wichelns, 508 Front Street, for the Town Board to allow her to purchase a portion of the area of land between her property and the parking lot of the Town of Vestal Recreation and Assessor Building, located at 516 Front Street. She would like this for the purpose of making valuable improvements and to plant a small garden.

Town Attorney Dave Berger to send a letter notifying Ms. Wichelns that Town Land is not for sale.

2. Request from Supervisor Schaffer for Town Engineer Vern Myers to acquire Bids for the Town Hall roof due to excessive leakage.

Supervisor Schaffer suggested setting up a tour of the vacant Lourdes Medical Building on the Vestal Parkway as a possible site to move the Town Hall into.

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UNFINISHED BUSINESS:

**A MOTION WAS MADE TO ENTER INTO AN EXECUTIVE
SESSION FOR THE PURPOSE OF DISCUSSING:**

- The soon to be vacant Town Justice Position

- Physical Fitness Training Program for the Firefighters.

On a motion by Councilman Fletcher, seconded by Councilwoman Messina, the Board entered into Executive Session. The time was 6:20 P.M.

On a motion by Councilman Ellis, seconded by Councilwoman Fitzgerald, the Board ended the Executive Session and adjourned the meeting. The time was 7:20 P.M.

ADJOURNMENT