

## VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, July 11, 2022

**Board Attendance:** Supervisor Schaffer; Board Members: Fitzgerald, Donnelly  
**Absent:** Messina and Ellis

**Also Attending:** Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Debra Wallace, Deputy Clerk Kim Wooden, The Historical Preservation Commissioner Nina Versaggi, Town Historian Margaret Hadsell and Fire Chief John Paffie

*Supervisor Schaffer commenced the Work Session at 5:00 p.m.*

### **WORK SESSION**

Margaret Hadsell, Town Historian, along with The Historic Preservation Commission to discuss the Rounds House/Muench properties.

*Nina Versaggi of the Historical Preservation Commission discussed the on-going deterioration of the historic Rounds House (301 N. Main St), owned by Dr. David Muench, Muench Orthodontics. The Commission has corresponded with Dr. Muench on several occasions discussing the need to have major repairs done on the property. However, no work has begun to make the necessary repairs to date. The Commission is asking the Town Board and the Town Attorney for assistance with the code violations.*

*Town Attorney Dave Berger agreed to send a letter to Dr. Muench regarding the issues in need of repair.*

### **UPCOMING PUBLIC HEARINGS**

#### **COMMITTEES**

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

**7.2 FINANCE (MESSINA /Donnelly)**

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1. Warrants: 2022: 25, 25E, 26, 26E, 27, 27E

**OK – This item will be placed as a ‘Receive and File’ on the Agenda for the next Regular Meeting.**

2. Request from Laura McKane Town Comptroller, to advertise on July 27, 2022 for a Public Hearing August 10, 2022 at 5:00 p.m. The purpose of the Public Hearing is for the increase in the maximum estimated cost of the increase and improvement of the facilities of the Consolidated Water District No. 1, for a new maximum estimated cost of \$2,000,000.

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

3. Request from David Berger, Town Attorney, to authorize payment of billable hours for the period May 1, 2022 through June 30, 2022. Total time was 5 hours and 25 minutes. Total amount is \$812.50

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

### **7.3 PERSONNEL (FITZGERALD/Donnelly)**

1. Request from Nancy Olmstead, Director of Human Resources, to discuss the Recreation Planner position.

*Nancy Olmstead, Director of Human Resources stated that this position has been vacant since 2020. Olmstead is unsure when the test will be offered again, however that position could be filled prior to the exam being taken. Olmstead is requesting permission to advertise and begin the hiring process for that position.*

**OK – This item will be placed on 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 approve the Tentative Agreement, dated June 23, 2022,

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between the Town of Vestal and the CSEA Blue Collar bargaining unit and authorization for the Town Supervisor to sign the resulting collective bargaining agreement. A summary of the agreement is included in the addendum.

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

3. Request from Michelle Tomancik-Teed, Acting Recreation Planner, for Town Board Approval to make the summer Volleyball Camps, Boys Lacrosse Camps and Coed Soccer Camp Instructor appointments outlined in her memo dated July 7, 2022 which is included in the addendum. The start dates and the rates of pay are identified in the memo.

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

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

1. Request from Vern Myers, Town Engineer, for the Board to authorize the Town Supervisor to award and sign construction contracts to the following for Fire Station #4:

General Contract

Upstate Technologies, Inc. \$4,497,000.00

Plumbing and Fire Protection Contract

Petcosky & Sons Plumbing and Heating, Inc. \$454,700.00

Mechanical Contract

Petcosky & Sons Plumbing and Heating, Inc. \$447,000.00

Electrical Contract

Upstate Technologies, Inc. \$ 614,000.00

Total Construction: \$6,012,700.00

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

2. Request from Lincoln Ellis, Code Enforcement Officer, for Board approval to begin the process of hiring an additional inspector. Ideally, the candidate will be NYS Certified in order to eliminate the time required for certification (6- 12 months).

**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/Ellis)**

1. Request from John Paffie, Fire Chief, for Board of Fire Commissioner’s approval to reimburse the Vestal Fire Department in the amount of \$1050.00 for Attorney Services from the Fire Department Attorney Mark Butler, PLLC on Fire District Matters. Reimbursement would come from the budget line F3410.4000 as budgeted for 2022.

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

2. Request from John Paffie, Fire Chief, for Board of Fire Commissioner’s approval to advertise on July 20, 2022 for bids for Electronic Card Access Control System. Bids to be opened on Monday, August 1, 2022 at 2:00pm in the Town Clerk’s Office.

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

**7.6 ADMINISTRATION (ELLIS/Messina)**

**RECEIVE AND FILE:**

**UNFINISHED BUSINESS:**

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**NEW BUSINESS:**

1. Authorization for Craig Hiller, Highway Superintendent, to award the bid for highway CNC PLASMA/OXY FUEL SYSTEM to the sole bidder, Haun Supply, 448 Commerce Road, Vestal.

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

2. Request from Craig Hiller, Highway Superintendent, for Town Board approval to sell a 2002 International Dump Truck model 2574, Plow Wing and Sander to the Windsor Highway Department for \$8,000.00.

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

3. Request to accept the Grant from Broome County in the amount of \$115,000.00 for Barlow Park Renovation & Ethel Park.

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

4. Request for authorization to pay summer Laborers in the Highway, Parks and Water Departments \$18.00 per hour effective Monday July 18, 2022.

*Town Supervisor John Schaffer stated that both Departments are having an extremely difficult time filling those positions.*

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

5. Request from Michelle Tomancik-Teed, Acting Recreation Planner to rescind the portion of R155-2022 Authorization for Summer Appointments which addresses Softball Camp appointments and authorize the hiring of 4 individuals for Softball Camp as identified in her memo of July 11, 2022.

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

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*Supervisor Schaffer informed the Town Board that Assemblywoman Donna Lupardo would like to help the Town set up two Girls Softball fields with turf at Arnold Park. The Town is appreciative of the offer of support.*

**A MOTION WILL BE MADE TO ENTER INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING.**

**ADJOURNMENT**

On a motion by Councilman Donnelly, Seconded by Councilwoman Fitzgerald, the Executive Session was adjourned. The Time was 5:37 P.M.