

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, JANUARY 24, 2022

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

Also Attending: Town Attorney David Berger, Director of Human Resources Nancy Olmstead, Town Comptroller Laura McKane, Town Clerk Debra Wallace, and 1st Deputy Town Clerk Heather Webster, and Waste Water Superintendent Scott Groats.

Prior to the start of the Work Session the Swearing in Ceremony of newly appointed Police Chief Stace Kintner was conducted in the Vestal Town Hall Board Room.

Supervisor Schaffer commenced the Work Session at 6:10 p.m.

UPCOMING PUBLIC HEARINGS

- **01/26/2022** on the issuance of Vehicle Service Station and Aquifer Special Use Permits to Shaun Avery d/b/a Nitty Gritty Details, regarding the premises situate at 305 Vestal Parkway East, in the Town of Vestal, New York.

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

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

- Negotiations with the Operating Engineers
- Negotiations with the City of Binghamton

The time was 6:14 pm.

On a Motion by Councilman Ellis, Seconded by Councilwoman Messina, the Board Adjourned the Executive Session and returned to the Monday Night Work Session.

The time was 7:03 p.m.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, JANUARY 24, 2022

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Scott Groats, Water Superintendent, for the Town Board to approve advertising for Commerce Road Sanitary Sewer replacement on February 2, 2022. Bids to be opened on Tuesday February 15th, 2022 at 2:00pm.

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

7.2 FINANCE (MESSINA /Donnelly)

1. Warrants: 2022: 02, 02A, 2CA, 2EA, 03, 03A, 03E

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

2. Request to pay a \$35.00 renewal fee to The Vestal Town Crier for an annual subscription.

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

3. Request from Laura McKane, Town Comptroller, for the Town Board to approve Budget Transfers as indicated in memo dated 1/20/2022.

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

4. Request from Laura McKane, Town Comptroller, to continue discussion of the 2022 Capital Projects.

Town Comptroller Laura McKane recommended to the Town Board that we utilize some of the monies from the General Fund to initiate some Capital Projects, i.e. Road Repairs, Excavator. She also mentioned that the Salt Shed is on hold for bids, per Town Engineer Vern Myers.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, JANUARY 24, 2022

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

5. Request from Laura McKane, Town Comptroller, to discuss the American Rescue Plan Act of 2021.

Town Comptroller Laura McKane informed the Town Board that the Town of Vestal will receive 2.9 Million dollars from the American Rescue Plan Act. These funds can be allocated towards needed repairs throughout the Town.

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 to correct R309-21 as follows: Authorization to hire Kendra Iannon to the vacant position of Clerk to Justice effective Monday, January 3, 2022. Ms. Iannon's salary will be \$50,000 per year, her standard work week will be 35 hours per week and she will not be eligible for overtime. She will begin employment with 4 weeks of vacation available to her and will not be required to wait 6 months before using vacation time.

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

2. Request from Dan Williams, IT Director, to hire Neil Schaffer to the vacant CSEA position of Network Specialist effective Monday, January 31, 2022. Mr. Schaffer's salary will be \$23.31 per hour (grade 6 minimum). Such authorization is conditional on successful completion of all pre-employment requirements.

(Please note that this candidate is no relation to Vestal Town Supervisor John Schaffer).

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

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, JANUARY 24, 2022

7.4 PLANNING & ZONING (FITZGERALD/Ellis)

1. Request from Vern Myers, Town Engineer, for the Town Board to review the revised agreement from Barton & Loguidice regarding the Town of Vestal Memorial Pool replacement and facility upgrades. If the Town Board agrees to this revised agreement, please authorize the Town Supervisor to sign.

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 the Board of Fire Commissioners approval to sell the current Engine 32-4 and to advertise on February 2, 2022 for permissive Referendum for the sale of the Engine

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)

1. Request from Nancy Olmstead, Director of Human Resources, to discuss vacancies on various volunteer boards

The information on various Board vacancies was discussed with the Town Members for them to review.

RECEIVE AND FILE:

- Change of Tenant - 300 Main Street; 173.23-3-20
- Change of Tenant - 1500 Vestal Parkway E., Suite 103A; 157.16-1-12
- Change of Tenant - 253 Vestal Parkway East; 157.18-1-20

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

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES
MONDAY, JANUARY 24, 2022

UNFINISHED BUSINESS:

On a motion by Councilwoman Messina, Seconded by Councilman Donnelly. the Board ended the Work Session and adjourned the meeting. The time was 7:24 pm.