

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, FEBRUARY 21ST, 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.

Supervisor Schaffer commenced the Work Session at 6:00 p.m.

WORK SESSION

6:00 PM: Anthony Folk – Owner of Roots Trail Development, to discuss a Mountain Bike Flow Trail in Jones Park.

Mr. Folk informed the Town Board that he was no longer affiliated with Roots Trail Development and that he is working through a Volunteer Organization called B.A.M.B.I., Binghamton Area Mountain Bike Initiative.

Mr. Folk detailed plans for the Town Board to consider an addition of a Mountain Bike Flow Trail at Jones Park. He emphasized the design for safety, ease of access for riders, and the low environmental impact based on his design study. He also stated that the creation of the Trail, if approved, would be at no cost to the Town and would be mainly made up of volunteers.

Councilman Ellis asked Town Attorney Dave Berger what the liability concerns might be with this project. Town Attorney Berger stated the Town's liability wouldn't change but it would be best for Mr. Folk to contact the Town Engineer and Town Highway Superintendent for plan guidance if the Town Board approves Mr. Folks plan. Town Attorney Berger also stated that the volunteers that Mr. Folk mentioned would be required to sign waivers before any work on the Trail commenced.

UPCOMING PUBLIC HEARINGS

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

1. Request from Anthony Deflippio for the Town to pay for the repair of the front bumper on his 2019 Ford 350 truck, which was damaged when he hit a

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fire hydrant while getting mulch at the Highway Department. All of the information provided by Mr. Deflippio is in the addendum.

A letter will be sent to Mr. Deflippio from the Town or the Town's Attorney.

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

2. Request from Resident Jeffrey Stillman, 804 Pratt Drive, for the Town Board to adjust his Water/Sewer Bill which is typically around \$90 but had increased to \$370 due to the fact that he had a pipe burst while he was out of town and he was unaware that it had happened.

A letter will be sent to Mr. Stillman from the Town or the Town's Attorney.

NO – This item will not 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: 06, 06A, 06C, 06E, 07, 07A, 07E

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

2. Request from David Berger, Town Attorney, for the Town Board to approve payment in the amount of \$135.00 to the Law Firm of Frank W. Miller for outside counsel fees in connection with Town litigation.

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

3. Request for John Schaffer, Town Supervisor, to sign a lease agreement with The Vestal Central School District for rental of space for the Senior Citizens Center from March 1, 2022 to February 28, 2023, rent will be \$879.25 per month, which is a 4% increase from last year. The Town budgeted for a 2% increase. This will cause the budget to be \$127.54 short. If approved, funds

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would be transferred from the Contingency line A1990.4322 to cover the shortfall.

Supervisor Schaffer stated that this should be denied based on the Covid impact, which resulted in the Town not being able to utilize the facility for the past two years. Supervisor Schaffer stated that he would contact the School's Superintendent to discuss the matter.

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

4. Request from Nick Angeline, Deputy Comptroller, for the Town Board to approve Budget Transfers dated **2021** as indicated in memo dated 02/17/2022.

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

5. Request from Nick Angeline, Deputy Comptroller, for the Town Board to approve Budget Transfers dated **2022** as indicated in memo dated 02/17/2022.

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

6. Request from Laura McKane, Comptroller, for the Town Board to authorize her to sign a renewal agreement with Excellus with the following recommendations:

- a. Renew the stop loss contract with a specific deductible of \$125,000 at a cost of \$156.67 per contract per month. This is an increase of 2.9% over the current year and is less than the increase budgeted,
- b. Renew the plan administration contract with a 3.4% increase to a rate of \$76.19 per contract per month. This is a typical increase.
- c. Accept the increase in the amount of cash advanced, if any, to Excellus given the increase in medical claims.

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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.

7.3 PERSONNEL (FITZGERALD/Donnelly)

1. Request from Nancy Olmstead, Director of Human Resources, for Stace Kintner, Police Chief, to promote Lieutenant Christopher Streno to the vacant position of Police Captain effective February 26 ,2022. Per the VPSA Collective Bargaining Agreement Captain Streno’s salary will be \$114,686.

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 Stace Kintner, Police Chief, to promote Sergeant Vincent Stavola to the vacant position of Police Lieutenant effective February 26 ,2022. Per the VPSA Collective Bargaining Agreement Lieutenant Stavola’s salary will be \$101,787.

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

3. Request from Nancy Olmstead, Director of Human Resources, for Stace Kintner, Police Chief, to promote Police Officer Joshua Carman to the vacant position of Police Sergeant effective February 26 ,2022. Per the VPSA Collective Bargaining Agreement Sergeant Carman’s salary will be \$88,641.

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

Supervisor Schaffer stated that the Town will hold a Promotion Night for the above Officers during the next Town Board Meeting week.

4. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, to hire Summer Camp Directors and Office Assistants as indicated in memo

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dated February 16, 2022. All background checks have been completed.

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)

7.5 PUBLIC SAFETY (MESSINA/Ellis)

1. Request from Stace Kintner, Police Chief, for Town Board approval to sell a retired police vehicle, which is no longer in service, via Auctions International. The vehicle is a 2019 Chevrolet Tahoe and will be sold in “as is” condition.

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, to approve Ramona Mazzeo as a new member of the Vestal Fire Department at Company No. 1.

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, for the Town Board to discuss potential revisions to the Town’s Code of Ethics.

Human Resource Director Nancy Olmstead stated that the Town is currently following the 2010 New York State Model Code of Ethics. Municipalities aren’t required individually to have an Ethics Board, as those issues are handled through the County.

After discussion by the Town Board it was decided that there are no significant updates from the State’s policy to warrant changes to the Town’s current policy.

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

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RECEIVE AND FILE:

- Change of Tenant, 4100 Vestal Road, Vestal, NY 13850; 159.09-2-8.11
- Change of Tenant, 4100 Vestal Road, Vestal, NY 13850; 159.09-2-4

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

UNFINISHED BUSINESS:

NEW BUSINESS:

- Request from Laura McKane, Comptroller, for the Town Board to approve a budget amendment in the amount of \$5,474 to purchase a salt spreader for Town Hall parking areas. Increase A1620.2100 General Town Operational Equipment & Buildings and Decrease Contingency A1990.4322.

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

- Request from Laura McKane, Comptroller, for the Town Board to approve a budget amendment in the amount of \$4,995 for a compressor for the highway department. Increase A5132.2100. Highway Garage Operational Equipment & Capital Outlay and Decrease Contingency A1990.4322.

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

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

- specific employee of the Business Office

On a motion by Councilman Donnelly, Seconded by Councilwoman Messina the Board ended the Work Session and entered into the Executive Session. The time was 6:45 pm.

ADJOURNMENT

On a motion by Councilwoman Messina, Seconded by Councilman Donnelly the Executive Session was ended and the Work Session was adjourned. The time was 7:00 pm.