

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 11, 2022

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

Absent Board Members: Fitzgerald (Out of Town)

Also Attending: Town Attorney Dave Berger (via phone), Human Resource Director Nancy Olmstead (via phone), Town Clerk Deb Wallace, Town Engineer Vern Myers, and 1st Deputy Town Clerk Heather Webster.

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

WORK SESSION

UPCOMING PUBLIC HEARINGS

04/27/22: Local Law “A” of 2022

COMMITTEES

7.1 PUBLIC WORKS (ELLIS/Messina)

7.2 FINANCE (MESSINA /Donnelly)

1. Warrants: 2022: 12, 12A, 12E, 13, 13E

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

2. Request from Laura McKane, Town Comptroller, for the Town Board to approve Budget Transfers dated 2021 as indicated in memo dated 04/01/2022.

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 February 1, 2022 through March 31, 2022. Total time was 14 hours and 50 minutes. Total amount is \$2,225.

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 11, 2022

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 establishment of a Town of Vestal Safety Committee.

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

2. Request for discussion of contracting with Public Sector HR Consultants to conduct a job description project.

NO – This item will NOT 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 Lincoln Ellis, Code Enforcement Officer, for the Town Board to approve proposed code changes for the Sign Ordinance and the Container Storage Ordinance.

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

2. Request from Vern Myers, Town Engineer, for the Town Board to authorize the Town Supervisor to sign the agreement with the NYSDOT for the Vestal EMS Surplus Lands. Additional funding in the amount of \$109,000.00 has been secured through the Governor's Office of Storm Recovery to cover the cost of the land acquisition.

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

3. Request to discuss extending the Solar Moratorium within the Town of Vestal for an additional year.

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, April 11, 2022

4. Request from Andrew J. Deskur, Executive Director of Kopernik Observatory & Science Center, to hold a 5K road race, “Race to the Stars” on Saturday, May 21, 2022. Board approval was previously given to hold the race on April 30, 2022, but because that is the same weekend as the Bridge Run, a date change is being requested to allow more participants. A new Certificate of Liability Insurance reflecting the new date will be provided to the Town.

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

Councilman Donnelly entered the Work Session @ 6:04 P.M.

7.5 PUBLIC SAFETY (MESSINA/Ellis)

1. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to accept American Rescue Plan Act Funding through Broome County and enter into contract in the amount of \$90,000 for the purchase of a generator and electrical system upgrade to Station 2. The quote received from Matco Electrical Group under the Gordian Company is in the amount of \$92,013.47. The amount over and above the \$90,000 will be a budget transfer to the Capital Improvement Line (F3410.2255) from the Building and Grounds Line (F3410.4080).

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:

- Town Clerk Monthly Report March 2022
- Change of Tenant 253 VPE BCTMP 157.18-1-20
- Change of Tenant 161 North Jensen Rd BCTMP 158.11-1-9
- Fire Advisory Board Meeting Minutes 02.21.2022

UNFINISHED BUSINESS:

NEW BUSINESS:

VESTAL TOWN BOARD WORK SESSION DRAFT MINUTES

MONDAY, April 11, 2022

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

1. Personnel matters.

ADJOURNMENT

On a motion by Councilman Ellis, Seconded by Councilwoman Messina, the Work Session was adjourned and the Town Board entered into Executive Session. The time was 6:07 pm.

On a motion by Councilwoman Messina, Seconded by Councilman Donnelly, the Executive Session was adjourned. The Time was 6:16 P.M.