

**VESTAL TOWN BOARD REGULAR MEETING WORK SESSION DRAFT MINUTES**  
**MONDAY, JANUARY 10, 2022**

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

Also Attending: Town Attorney David Berger, Town Engineer Vern Myers, Director of Human Resources Nancy Olmstead, Town Comptroller Laura McKane, Deputy Town Comptroller Nick Angeline, Town Clerk Debra Wallace, and 1<sup>st</sup> Deputy Town Clerk Heather Webster

**UPCOMING PUBLIC HEARINGS**

- **01/26/2022** on the issuance of Vehicle Service Station and Aquifer Special Use Permits regarding 305 Vestal Parkway East.

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

**COMMITTEES**

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

1. Request from Scott Groats, Water & Wastewater Superintendent, for the Town Board to increase revenue line *Sale of Equipment* and increase budget line *Vehicle Expenses*.

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

2. Request for the Town Supervisor to sign a renewal of Snow and Ice Contract with Broome County DPW.

*Councilwoman Fitzgerald asked if this contract had increased. Supervisor Schaffer stated that there is no increase, it remains the same as it was in 2021.*

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

3. Request from Traci Pena, Creator of Fairy Doors of Broome County & Nearby, to have the Rail Trail be the exclusive home of the 2022 Fairy Door Trail. Doors are placed on May 30-31<sup>st</sup> and stay in place until the

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end of June.

**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: 2021: 50, 50E, 52, 52B, 52E  
2022: 01, 01EA, 01A

**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 \$390.00 for Greater Binghamton Chamber of Commerce Annual Membership Dues.

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

3. Request to pay \$1,650.00 for The Association of Towns of the State of New York Annual Membership Dues.

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

4. Request to pay \$400.00 for The Upstate New York Towns Association, Inc. 2022 Annual Membership Dues.

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

**7.3 PERSONNEL (FITGERALD/Donnelly)**

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

1. Request from Sue Darpino, Health Teacher & Race Director at Vestal School, to hold the annual 5k road race “Running of the Bears” on Saturday, March 26, 2022.

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*Town Attorney Dave Berger noted that this has been held for many years and that they are required to obtain their own insurance.*

**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 Police Captain, Stace Kintner, for authorization to use Asset Forfeiture Funds for payment of the Cordico Shield, Health and Wellness App.

*Town Attorney Dave Berger stated for the record that typically this item would be subject to the Town's Procurement Policy, but since this software is proprietary it is waived in that regard.*

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

2. Request from Police Captain, Stace Kintner, for tuition and books reimbursement for Sgt. Kyle Telfer.

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

3. Request from Sue Bowen, Secretary to the Board of Fire Commissioners, for approval of the 2021 LOSAP Membership Points Certification.

**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:**

1. Town Clerk Monthly Report December 1, 2021 – December 31, 2021
2. Fire Advisory Board Meeting Minutes November 15, 2021

**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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**UNFINISHED BUSINESS:**

**ADJOURNMENT**

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

- Letter from New York State regarding land purchase for EMS property
- Operating Engineers
- Discuss Police Chief vacancy

The time was 6:23 pm.

On a motion by Councilwoman Fitzgerald, seconded by Councilwoman Messina, the Board ended the Executive Session and adjourned the meeting. The time was 7:35 pm.