

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, August 8, 2022

WORK SESSION

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

Absent: Ellis

Also Attending: Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, 1st Deputy Town Clerk Susan Bailey, Deputy Clerk Kim Wooden

Also in attendance were two people from the public.

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

WORK SESSION

UPCOMING PUBLIC HEARINGS

08/10/2022: Regarding 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.

COMMITTEES

7.1 PUBLIC WORKS (Messina)

7.2 FINANCE (MESSINA /Donnelly)

1. Warrants: 2022: 30, 30E, 31, 31E

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

2. Request from David Berger, Town Attorney, for approval to have Martin Kane Appraisal Services, appraise the property located at 124 S.

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Meadowbrook Lane, Vestal, New York, for a fee of \$500.00. Deposition Fee's/Court appearances are \$150 per hour.

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 authorization for Michelle Tomancik-Teed, Acting Recreation Planner to make the Field Hockey League appointments outlined in her memo dated August, 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)

1. Request from Vern Myers, Town Engineer, for Town Board authorization to execute Change Order CO 004 for Bergmann Associates (\$12,575.00) which includes a fee (\$3,600.00) from the sub consultant for extra work required during design and construction of the Vestal EMS.

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 Board approval of an application for “BC Elite Auto Detailing” to be located at 2401 Vestal Parkway East. Vehicle Service Station Permit, Aquifer Zoning Permit Application and SEQR are in the addendum. If approved, please also approve advertising on August 24, 2022 for a public hearing date of September 14, 2022.

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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.

3. Request from Vern Myers, Town Engineer, for Town Board authorization to execute an additional service contract with Bergmann Architects for services that were to be added or needed to be included after the conceptual design decision of a new building, Fire Station 4, in lieu of using the old American Legion building.

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)

1. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners approval to sell the current Engine 32-4 American LaFrance J2i Pumper with the VIN# 4Z36ESEB0XRA35718 for \$15,000 to Monroe Hose Company of Monroeton, PA. The sale will take place after the New Engine 3-4 has arrived and placed in service.

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 the Board of Fire Commissioners approval to accept the bid from the Computer Shop for the purchase and installation of HID Door System of RBH USA Inc. products for the bid price of \$21,900. This purchase is subject to permissive referendum.

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

3. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners approval to advertise on August 17, 2022 for Permissive Referendum to use funds from the Fire District Capital Building and Grounds Reserve to fund the purchase and installation of HID Door System for the bid price of \$21,900.

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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.

4. Request from John Paffie, Fire Chief, for the Board of Fire Commissioners to approve Dominik Gleeson 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 (Messina)

1. Request from Michelle Tomancik-Teed, Assistant Recreation Planner, for Town Board approval to accept a Town Band donation to go into Line Item A7310.4345 for stage performance:
 - Check # 233545 from Village of Endicott, 1009 East Main St, Endicott, NY 13760 in amount of \$100.00.

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

RECEIVE AND FILE:

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Nancy Olmstead, Director of Human Resources, stated that the summer Field Hockey Camp was approved to hire two people. As of now, only one person will be overseeing the camp. It was suggested by the acting recreation planner that since two people were originally approved, that the one person receive \$270, the total of what both employees would be paid.

Sue Messina will call Michelle Tomancik-Teed to address concerns from the Town Board – adult to child ratio, safety concerns with only having

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one adult supervising.

ADJOURNMENT

On a motion by Councilwoman Messina, Seconded by Councilman Donnelly, the Work Session was adjourned and the Town Board entered into an Executive Session for the purpose of discussing a payroll error impacting one employee. The Time was 5:19 P.M.

Executive Session was adjourned at 5:40 with a motion by Councilwoman Messina, Seconded by Councilwoman Fitzgerald.