

**VESTAL TOWN BOARD WORK SESSION MINUTES**

**MONDAY, August 22, 2022**

**WORK SESSION**

**Board Attendance:** Supervisor Schaffer; Board Members: Messina (phone) Fitzgerald, Donnelly

**Also Attending:** Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Debra Wallace, Fire Chief John Paffie, Town Engineer Vern Myers

Also in attendance was one person from the public.

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

**WORK SESSION**

**UPCOMING PUBLIC HEARINGS**

**PUBLIC INTEREST ORDER**

8-24-2022: In the Matter of The Increase and Improvement of the Facilities of Consolidated Water District No. 1 in the Town of Vestal, Broome County, New York (Additional Costs)

**COMMITTEES**

**7.1 PUBLIC WORKS (Messina)**

1. Request from Scott Groats, Water & Wastewater Superintendent, to have the Board approve advertising for Liquid Polymeric Phosphate on August 31, 2022. Bids to be opened Tuesday, September 13, 2022.

**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 MINUTES**

**MONDAY, August 22, 2022**

**7.2 FINANCE (MESSINA /Donnelly)**

1. Warrants: 2022: 32, 32B, 32E, 33, 33C, 33E

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

2. 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. The School district agrees to a credit for the Town in the amount of \$10,058.64 toward the 2022-2023 Lease Agreement. The Credit is for the inability to fully utilize the space during the Covid-19 Pandemic. The net amount owed after the credit is \$492.36 for the 2022-2023 Lease Agreement Term.

**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 re-appoint Mary Lou Supa to the Town’s Historic Preservation Commission. Her term will begin January 1, 2023 and end December 31, 2026

**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, to appoint Brian C. Weisse to fill the unexpired term of Alexander Jablonski on the Town’s Historic Preservation Commission. Such appointment to be effective August 25, 2022 and end December 31, 2023.

**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 MINUTES**

**MONDAY, August 22, 2022**

3. Request from Director of Human Resources, Nancy Olmstead, for authorization to schedule an on-site flu and pneumonia vaccine clinic to be held at Town Hall. Eligible participants are Town employees, pre-Medicare eligible retirees with Town health insurance benefits and adult dependents who participate in the Town health insurance program. The clinic is to be provided by Lourdes Hospital at a rate of \$25 per flu vaccine and \$130 per pneumonia vaccine. Charges for eligible participants will be paid from the Health Insurance Fund.

*Director of Human Resources, Nancy Olmstead stated that the rate is the same as previous years.*

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

4. Request from Nancy Olmstead, Director of Human Resources, for authorization for Scott Groats, Water and Wastewater Superintendent to hire Connor Campfield as a Laborer at the CSEA Blue Collar rate of \$20 per hour effective August 29, 2022. Such appointment is conditional on all Civil Service and Town of Vestal pre-employment requirements being met.

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

5. Request from Nancy Olmstead, Director of Human Resources, for authorization for Scott Groats, Water and Wastewater Superintendent to hire Cody Obregon as a Laborer at the CSEA Blue Collar rate of \$20 per hour effective August 29, 2022. Such appointment conditional on all civil service and Town of Vestal pre-employment requirements being met.

**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)**

**7.5 PUBLIC SAFETY (MESSINA)**

1. Authorization for John Schaffer, Town Supervisor, to sign a Memorandum of Understanding with Broome County for the installation of the new Public Safety Radio System, Broome County Interoperable Communications System (BCICS), with subscriber equipment at the Town of Vestal Highway/Parks, Water and Engineering departments.

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

2. Authorization for John Paffie, Fire Chief, to sign a Memorandum of Understanding with Broome County for the installation of the new Public Safety Radio System, Broome County Interoperable Communications System (BCICS), with subscriber equipment for the Vestal Fire Department.

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

3. Authorization for Stace Kintner, Police Chief, to sign a Memorandum of Understanding with Broome County for the installation of the new Public Safety Radio System, Broome County Interoperable Communications System (BCICS), with subscriber equipment for the Vestal Police Department

**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 Board of Fire Commissioners' approval to sell old Engine 32-1 American LaFrance J2i Pumper for \$5,500 to Southern Tier Firehouse LLC, 13 Alpine Dr., Athens, PA 18810

**VESTAL TOWN BOARD WORK SESSION MINUTES**

**MONDAY, August 22, 2022**

*Supervisor Schaffer inquired as to why it was being sold for such a low price. Fire Chief Paffie stated that it can not be used as a fire engine in its current state and is being sold as.*

**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 Cheresse Wiesner-Rosales for Town Board approval to accept a donation of \$500 from Visions to the Vestal Museum for the 2022 Haudenosaunee Festival.

**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:**

- Discuss permanently changing the start time for all Town Board Work Sessions and Town Board Meetings to 5:00 p.m.

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

- Presentaion by Sarah Campbell, Esq from Hinman, Howard and Kattel to the Town Board regarding a Rezoning Application for 2220 & 2224 Vestal Rd zoning change to Industrial use for storage/warehousing.

**ADJOURNMENT**

On a motion by Councilman Donnelly, Seconded by Councilwoman Fitzgerald, the Work Session was adjourned and the Town Board entered into an Executive Session for the purpose of discussing:

**VESTAL TOWN BOARD WORK SESSION MINUTES**

**MONDAY, August 22, 2022**

- Applicants for Recreation Planner
- Applicants for Building & Code Inspector

The Time was 5:20 P.M.

Executive Session was adjourned at 6:00PM with a motion by Councilwoman Fitzgerald, Seconded by Councilman Donnelly.