

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, December 12, 2022

WORK SESSION

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

Also Attending: Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Debra Wallace and Town Engineer Vernon Myers

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

WORK SESSION

UPCOMING PUBLIC HEARINGS

COMMITTEES

7.1 PUBLIC WORKS (DONNELLY/Messina)

7.2 FINANCE (MESSINA /Donnelly)

1. Warrants: 2022: 49, 49E

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

2. Request for the Town Board to approve payment in the amount of \$728.50 to the Law Firm of Frank W. Miller for Professional Services rendered in reference to Tax Assessment Cases.

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

3. Request for the Town Board to approve payment in the amount of \$2185.50 to the Law Firm of Frank W. Miller for Professional Services rendered reference to Tax Assessment Cases.

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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/Fletcher)

1. Resolved to adopt the revised contract with the Town Attorney for outside services to be effective January 1, 2023 and to authorize the Town Supervisor to sign such revised contract.

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 the Town Board to review and discuss section 800 of the Employee Handbook.

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

3. Authorization by the Town Board for the Recreation Department to hire VYBO Director and Referees as outlined in the December 7, 2022 memo from Patrick Harnan, Recreation Planner. The start date will be January 7, 2023. The memo, which is included in the addendum also identifies the rates of pay.

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

4. Authorization by the Town Board for Lincoln Ellis, Code Enforcement Officer, to hire Jillian N. Pichura as a Municipal Fire Code Inspector, CSEA grade 5, 40 hours per week at the hourly rate of \$22.02. The start date will be January 3, 2023. Such authorization conditioned on the successful completion of all Town of Vestal and NYS Civil Service requirements being met.

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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.

7.4 PLANNING & ZONING (FITZGERALD/Donnelly)

1. Request from Madeleine Cotts, Planning Board Chairwoman, that the Planning Board meetings, which now take place on the first Tuesday of each month, be changed to the second Tuesday of each month, beginning January 2023.

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/Fletcher)

7.6 ADMINISTRATION (FLETCHER/Donnelly)

RECEIVE AND FILE:

UNFINISHED BUSINESS:

- Discuss Retainer Agreement with Coughlin & Gerhart

The Town Board discussed the Police Departments request for a retainer for an attorney who has expertise in police issues and policies.

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

- Discuss the Challenger League being run by the Town

The Town Board discussed the Town acquiring the Challenger League. The current directors are aging out and have asked the Town if they would be interesting in continuing this program. Supervisor Schaffer stated that it would be an additional \$110 over what we are currently contributing. The Town Board is in favor of continuing this league.

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NEW BUSINESS:

- Request from David Berger, Town Attorney, for the Town Board to approve payment in the amount of \$5036.50 to the Law Firm, Tabner, Ryan & Keniry, LLP for outside counsel fees.

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

- *Supervisor Schaffer discussed the need for a new Town Hall or expansion of the existing building. Supervisor Schaffer asked Town Engineer Vern Myers, if he could create a plan of what the renovations would look like on the existing building. We are currently in need of a larger Court area and for all Town Offices in one location.*

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

ADJOURNMENT

On a motion by Councilman Donnelly, Seconded by Councilman Fletcher, the Work Session was adjourned at 5:23 P.M.