

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

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

Also Attending: Town Attorney Dave Berger (on phone), Human Resource Director Nancy Olmstead, Town Clerk Debra Wallace, Deputy Clerk Sarah Maney and Fire Chief John Paffie

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

WORK SESSION

UPCOMING PUBLIC HEARINGS

- **09/14/2022** on the issuance of Vehicle Service Station and Aquifer Zoning Permits to BC Elite Auto Detailing, regarding the premises situate at 2401 Vestal Parkway East and being designated as Broome County Tax Map No. 158.13-1-27

On a Motion by Councilwoman Messina, seconded by Councilwoman Fitzgerald, the Town Board entered into Attorney/Client discussion regarding the Water Service Agreement outlined in 7.1.1
The time was 5:01 P.M.

On a Motion by Councilman Donnelly, seconded by Councilwoman Fitzgerald, the Town Board returned to the Work Session, the time was 5:08 P.M.

COMMITTEES

Brian Haynes of Johnson City spoke to the Town Board regarding his desire to open a Cannabis Dispensary in the Town of Vestal. Haynes is looking for a letter from the Town Board stating they are in favor of him opening a dispensary within the Town..

7.1 PUBLIC WORKS (Messina)

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

1. Request for Town Board approval of the Water Service Agreement between the Town of Vestal and Binghamton-Johnson City Joint Sewage Board.

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

2. Request from Craig Hiller, Highway Superintendent, for Town Board approval to advertise on September 21, 2022 requesting bids for Uniforms. Bids to be opened Tuesday, October 4, 2022 at 2:00 pm.

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

3. Request from Craig Hiller, Highway Superintendent, for Town Board approval to make a Budget Transfer in the amount of \$29,550 from Crushed Stone line (D5110.4319) to Road Oil & Stone line (D5110.4318).

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

4. Request from Craig Hiller, Highway Superintendent, for Town Board approval to advertise on September 21, 2022 requesting bids for Snow Plow, Blades, Grade Cutting Edges, Carbide Blade, Steel and Cast-Iron Plow Shoes, Tire Chains, Milling Bits and Tires & Retreads. Bids to be opened Tuesday, October 4, 2022 at 2:30 pm.

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: 2022: 34, 34E, 35, 35E, 36, 36E

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

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

2. Request from Nick Angeline, Town Comptroller, for the Town Board to authorize the Supervisor to sign an agreement between the Town of Vestal and the Vestal Central School District for the School Resource Officer Program.

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, for the Town Board to approve payment in the amount of \$943.50 to the Law Firm of Frank W. Miller for outside counsel fees in connection with Town Litigation.

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

4. Request from David Berger, Town Attorney, for the Town Board to approve payment in the amount of \$2115.00 to the Law Firm of Frank W. Miller for outside counsel fees in connection with Tax Assessment.

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

5. Request for the Town Board to authorize David Berger, Town Attorney, to sign a Retainer Agreement with Tabner, Ryan & Keniry, LLP in connection with Town Litigation.

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 Scott Groats, Water and Wastewater Superintendent, to hire Dominic Kostun as a Laborer at the CSEA Blue Collar rate of \$20 per hour effective October 10, 2022. Such appointment conditional on all civil service and Town of Vestal pre-employment requirements being met.

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

Nancy Olmstead, Director of Human Resources, informed the Town Board that all requirements have been met.

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 re-appoint Walter Barbour to the Board of Assessment Review effective October 1, 2022. Mr. Barbour’s new term will expire September 30, 2027.

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 the Town Board to Consider petitions from BHL Ventures, LLC to join Water District #1 and Sewer District #1, regarding 813 Bunn Hill Road and being designated as Broome County Tax Map No. 174.12-1-4,5,6,7,8. If approved, please also approve advertising on September 28, 2022 for a public hearing date of October 12, 2022.

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 consider the application regarding 404 Costley Road, for rezoning from RA-1 (One Family Residential) to RR (Rural Residential) in order to apply for a special permit to operate a small business from home. The business is billiards instruction and billiard equipment. If approved, please also approve advertising on October 12, 2022 for a public hearing date of October 26, 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 Vern Myers, Town Engineer, for the Town Board to authorize the Supervisor to sign a supplemental agreement for

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

construction observation services with McFarland Johnson Engineers for the maximum amount payable of \$38,065.00.

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 Susan Bowen, Secretary to the Board of Fire Commissioners, for Board of Fire Commissioners approval for the following budget transfers:

- Move Funds from Vehicle Maintenance (F3410.4040) to Fuel Expense (F3410.4190) in the amount of \$5,000 to cover expenses at year end.
- Move funds from Recruitment Expenses (F3410.4035) to Training (F3410.4615) in the amount of \$1,640 to cover overage of Transfer of VHS to digital (CD).

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 to approve Shaun Foland as a new member of the Vestal Fire Department at Company No. 2.

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

3. Request from Stace Kintner, Police Chief, for Town Board approval to sell retired police equipment which is no longer in service. The equipment will be sold in “as is” condition via Auctions International. Full list can be found on memo dated 8/29/2022.

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, September 12, 2022

4. Request from Nick Angeline, Town Comptroller, for the Chair of the Board of Fire Commissioners to sign the attached Engagement Letter with Firefly Admin Inc. for LOSAP administration services. The term of this engagement will be for the period January 1, 2023 to December 31, 2023. There is no change in the pricing.

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 (Line Item A7310.4345) from N G Orner, in the amount of \$500.00.

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:

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

On a Motion by Councilman Donnelly, seconded by Councilwoman Fitzgerald, the Board entered into Executive Session to discuss:
the time was 5:33 P.M.

- Recreation Planner applicants
- Code position applicants
- Agreement purposes

ADJOURNMENT

On a Motion by Councilman Donnelly, seconded by Councilwoman

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 12, 2022

Fitzgerald, the Board exited the Executive Session and Adjourned the Work Session, the time was 6:10 P.M.