

VESTAL TOWN BOARD WORK SESSION MINUTES

MONDAY, September 26, 2022

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

Also Attending: Town Attorney Dave Berger, Human Resource Director Nancy Olmstead, Town Clerk Debra Wallace, Nick Angeline Comptroller and 3 members of the public.

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

WORK SESSION

5:00 Doug Bulman to update the Town Board on the transition of his consulting arrangement to his affiliate company AP Benefit Advisors, LLC

UPCOMING PUBLIC HEARINGS

10/12/2022 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. 174.12-4,5,6,7,8.

COMMITTEES

7.1 PUBLIC WORKS (Messina)

1. Request from Scott Groats, Water & Wastewater Superintendent, to award the bid for Liquid Polymeric Phosphate to Carus LLC., 315 Fifth Street, Peru, IL, 61354. The rate will be \$16.87 per Gallon.

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: 37, 37C, 37E

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2. Request to adopt a resolution at the 9/26/2022 work session adopting the proposed 2023 Vestal Fire District budget. Final numbers to be provided at the work session. Once adopted, to also approve advertising on October 5, 2022 for a Public Hearing to be held the week of October 17, 2022. (Date to be determined at work session)

The Town Board scheduled the Public Hearing for Friday, October 21st at 1:00PM

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

3. Update from Nicholas Angeline, Town Comptroller, on the status of the court audit and a request that the 9/28/2022 minutes reflect a resolution acknowledging that the required examination was conducted. This resolution is requested from the State of New York Unified Court System in order to comply with Section 2019-aof the Uniform Justice Court Act.

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

4. Request from Nicholas Angeline, Town Comptroller, for a resolution to be adopted on 9/28/2022 to authorize the supervisor to sign the consulting agreement with AP Benefit Advisors, LLC. Doug Bulman will continue to service the town's benefits but this change will expand the services provided to include ACA (Affordable Care Act) reporting and the review of all health plan compliance matters. The annual cost of such change will increase by \$8,000 to \$33,000 (less than 1% of overall health plan costs).

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. Authorization for Stace Kintner, Police Chief, to make a conditional offer of employment to a police officer candidate should one be found prior to December 1, 2022. In the event a conditional offer is made the candidate will have to successfully complete all Town of Vestal and civil

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serve pre-employment requirements and be approved for hire by the Town Board. If a conditional offer is made it is anticipated the candidate's name will be presented to the Town Board for approval to start work after December 1, 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 Nancy Olmstead, Director of Human Resources, to re-appoint Clayton Ellis as a member of the Town's Zoning Board of Appeals effective January 1, 2022. Mr. Ellis' term will end December 31, 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 Lincoln Ellis, Code Enforcement Officer, for Town Board approval to sell retired Code Vehicles which are no longer in service. The vehicles will be sold in "as is" condition via Auctions International. Vehicle information and proposed sale pricing can be found in the memo dated 9/15/2022.

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 authorize the Supervisor to sign an agreement (3 copies) with NYSDOT for Vestal Rail Trail Phase 3. To also have the Town Clerk prepare a Resolution for this action authorizing \$560,000 commitment to the project which represents 20%.

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)

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1. Request from Susan Bowen, Secretary to the Board of Fire Commissioners, for Board of Fire Commissioners approval for a budget transfer from Office Expenses (F3410.4010) to Professional Services (F3410.4000) in the amount of \$650.00. This is to cover expenses at year end due to higher administrative costs with BANS.

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

2. Request from Susan Bowen, Secretary to the Board of Fire Commissioners, for Board of Fire Commissioners approval for a budget transfer from Operational (F3410.4060) to Postage & Shipping (F3410.4020) in the amount of \$1,600. This is to cover expenses at year end due to ST 4 mailer at the beginning of the year that was not budgeted.

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)

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 Messina, the Work Session was adjourned and the Town Board entered into an Executive Session for the purpose of conducting interviews for the Recreation Planner position. The Time was 5:30 P.M.

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Executive Session was adjourned at 6:45 with a motion by Councilwoman Fitzgerald, Seconded by Councilwoman Messina.

On a motion by Councilman Donnelly, seconded by Councilwoman Fitzgerald, the following was

ADOPTED Schaffer, Fitzgerald, Messina, Donnelly

Ayes 4

Nays 0

RESOLVE TO ADOPT THE PROPOSED 2023 VESTAL FIRE DISTRICT BUDGET WITH TOTAL APPROPRIATIONS, INCLUDING THE FOAM DISTRICT, IN THE AMOUNT OF \$ 2,129,855 AND A TAX LEVY OF 2,051,012. A PUBLIC HEARING ON THE PROPOSED BUDGET WILL BE HELD ON OCTOBER 21, 2022 AT 1 P.M.

ADJOURNMENT

Work Session was adjourned at 7:20Pm with a motion by Councilman Donnelly, seconded by Councilwoman Messina