

**VESTAL TOWN BOARD WORK SESSION MINUTES**  
**MONDAY, SEPTEMBER 28, 2015**

In Attendance: Supervisor Schaffer, Board Members: Majewski, Fitzgerald, Messina and Agneshwar

Also Attending: Comptroller Laura McKane, Town Attorney David Berger, Human Resource Officer Nancy Olmstead, Town Clerk Emil Bielecki and 4 members of the general public.

Supervisor Schaffer **convened the Work Session at 6:00 PM.**

**6:00 Robert Halpin Esq. – Discuss plans for 3504 and 3512 Vestal Parkway East**

Mr. Halpin stated that he represents Visions Hotels, a developer based in Corning, NY. His client has the above referenced 2 parcels of land under contract with plans to build a hotel. The one parcel (former location of Coury Furniture) is zoned commercial and allows this type of use. The other parcel is zoned Transitional Office (TO) and would have to be rezoned to accommodate this development. Before his client proceeds to spend additional money on this proposal, they want to gage the willingness of the Town Board to rezone the TO parcel for commercial use.

Several Board members expressed concern about the impact of this type of development in an area that abuts residential housing but all were willing to hear more about this proposed development.

Town Attorney David Berger stated that it would be advisable for this developer to seek a preliminary review of the project by the Planning Board. Supervisor Schaffer agreed that it would be easier for the Town Board to consider the rezoning of the TO parcel if the Planning Board looked at the proposed project and provided some commentary.

Mr. Halpin stated that he would pass that information on to his client to determine what their next course of action would be.

**6:15 Mirabito Group – Bob Sanders and Jason Mirabito**

Jason Mirabito and Bob Sanders from the Mirabito Fuel Group explained the options that are available to the Town if it chooses to go to a gas card system with an outside vendor to fuel its fleet of vehicles. One option is to join another bidder under the terms of an existing contract. The second option would be for the Town to put out its own bid. Mr. Mirabito recommends for the Town to put out its own bid. The Town of Vestal's proximity to terminals could result in a better price than is available under other existing contracts.

Mr. Mirabito explained some of the various formulas that can be used to calculate the fuel pricing. Every formula has its own positives and negatives and no formula will produce the lowest cost in all market conditions. He would work with the Town to recommend the most advantageous formula.

Comptroller McKane asked if the Mirabito Group could give the Town some sample bid specifications to assist us in the preparations of our specs. Mr. Mirabito indicated that he would provide the Town with a number of bid documents used by some of their existing customers in this area.

**COMMITTEES**

**7.1 PUBLIC WORKS (MAJEWSKI/Fitzgerald)**

**1. Request from Water Superintendent Scott Groats to advertise for water meters on October 21, 2015 with the bids to be opened on November 2, 2015 at 2:00 PM.**

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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.

**2. (New Business)** Request from Acting Highway Superintendent Rocco Turdo to transfer funds from the special paving line to the patch line to repair some of the streets that still have numerous potholes and broken asphalt.

After a brief discussion concerning this request, the Board agreed to approve the transfer in the amount that is available from the special paving line. Comptroller McKane stated that she would consult with Rocco Turdo and provide the numbers for the Board prior to the Regular Meeting on Wednesday.

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

**7.2** **FINANCE** (AGNESHWAR/Messina)

**1.** Warrants: 2015-38, 2015-38E, 2015-38L

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

**2.** Request from Deputy Town Comptroller Pam Fitzgerald to do the necessary budget transfers needed to close the completed capital projects (as listed in her memo dated 9/24/15), effective October 14, 2015, and transfer unexpended fund balances to the respective debt service fund.

**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/Majewski)

**1.** Request authorization for the re-appointment of Carl Winterberger to the Board of Assessment Review effective October 1, 2015. This term is to expire September 30, 2020.

Councilwoman Fitzgerald noted that Mr. Winterberger has had a 100% attendance record at the hearings and is considered very knowledgeable and dependable.

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

**2.** Request authorization for Water & Wastewater Superintendent Scott Groats to hire Casey Roberts and Andrew Deer as Laborers in the Water & Wastewater Department effective October 5, 2015 at the Operating Engineer rate of \$14.22/hour. Background checks and pre-employment drug testing has been done on both individuals with satisfactory results. The individuals will be paid from budget line W8340-1000.

Councilman Majewski noted that one of the individuals was not a Vestal resident. He would prefer if we hired Town residents if possible. Councilwoman Fitzgerald suggested that Mr. Majewski review the job applications and ask the Water Superintendent why he is recommending this person.

**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** (MESSINA/Fitzgerald)

**1.** Request from Mark Barnes of the Golden Circle of Bands to use the Library parking lot for

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additional parking on Saturday, October 17, 2015, from 2:00 PM until midnight, for the 31<sup>st</sup> Golden Circle of Bands. In addition, the request is for the parking lot lights to remain on from dusk until midnight to allow for event cleanup.

**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** (MAJEWSKI/Agneshwar) - no requests were presented to this Committee

**7.6     ADMINISTRATION** (MESSINA/Agneshwar) –no requests were presented to this Committee

**UNFINISHED BUSINESS**

**1. Kopernik Tower**

Deputy County Executive John Bernardo has informed the Kopernik Observatory that the County is ready to move forward with the planned construction of the communication tower at that location. Meetings are to be scheduled to work out the details. **Update 9/28/15:** Supervisor Schaffer stated that the County appears to be going on its own with this project and the Town is no longer directly involved. This item could now be removed from Unfinished Business.

**2. Gas Card System for the Purchase of Fuel for Town Vehicles**

**Update 9/28/15:** As per the discussion with the representative from the Mirabito Fuel Group (see page 1 of these minutes) the Town will prepare the bid specifications for a contract to purchase fuel from an outside vendor through the use of a gas card system.

**3. Wash Bay at the Highway Department** (in response to the EPA field audit)

**Update 9/28/15:** The proposal is still under review and the Board is waiting for additional information from the Town Engineer about how other municipalities are handling this situation and about a revised cost estimate.

**4. Community Use of Municipal Facility Policy**

**Update on 9/28/15:** Supervisor Schaffer noted in addition to the issues at the Library location, the Board will also need to look at outside user issues at some of the other Town Facilities. He expects the Board to resume the discussion of this topic after the completion of the work on the 2016 budget.

**5. Town Code - Connections to the Public Water and Sewer System**

**Update on 9/28/15:** Town Attorney David Berger noted that these changes will need to be made by a local law and he will work with Town Engineer to get a better understanding of his proposal.

**CONTINUING REVIEW OF THE 2016 TOWN AND FIRE DISTRICT BUDGETS**

Comptroller McKane noted that the Board of Fire Commissioners needs to adopt the proposed 2016 Fire District Budget by September 29<sup>th</sup>.

After some discussion of various budget lines in the initial Fire District Budget, the Board made the following changes prior to voting on the proposed 2016 Proposed Fire District Budget:

- Changed the funding for the requested software to come out of fund balance.
- Reduced appropriations in line F3410-4080 (building & grounds) by \$10,000.

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**Adopt 2016 Proposed Vestal Fire District Budget**

Fire Commissioner Majewski stated his concern about cutting line F3410-4080 without getting more information from the Fire Department.

**R216-15** On a motion of Fire Commissioner Messina, seconded by Fire Commissioner Agneshwar, the following resolution was

**ADOPTED** Ayes 4 Agneshwar, Fitzgerald, Messina, Schaffer  
Nays 1 Majewski

Resolved to **adopt the 2016 Proposed Vestal Fire District Budget** (including the Foam District) with total appropriations of \$1,200,887.00.

Comptroller McKane reminded the Board that she needs to file the 2016 Tentative Town Budget on Wednesday, September 30<sup>th</sup> and asked for any additional input.

Supervisor Schaffer stated that he is determined to file a Tentative Budget that comes in under the state mandated budget cap amount. The Board will then have additional time to make adjustments prior to adopting a final budget.

After a lengthy discussion about various existing budget lines and potential programs reductions, the Board decided to hold another budget review Work Session prior to the Comptroller's filing of the Tentative Budget with the Town Clerk on Wednesday, September 30<sup>th</sup>. This Work Session will be held on Tuesday, September 29, 2015 at 5:00 PM. The following departments will be invited to attend and answer follow-up questions: Highway, Parks, Recreation and Library.

**EXECUTIVE SESSION**

On a motion of Councilwoman Messina, seconded by Councilwoman Agneshwar, the following was

**ADOPTED** Ayes 5 Majewski, Agneshwar, Fitzgerald, Messina, Schaffer  
Nays 0

Resolved the Board enter into Executive Session to discuss a personnel issue concerning a specific Town employee. The time was 8:12 PM.

On a motion of Councilwoman Messina, seconded by Councilwoman Fitzgerald, the following was

**ADOPTED** Ayes 5 Majewski, Agneshwar, Fitzgerald, Messina, Schaffer  
Nays 0

Resolved the Board leave Executive Session and **adjourn the Work Session. The time was 8:17 PM.**

Respectfully submitted,  
Emil Bielecki, Town Clerk