

TOWN OF CONSTANTIA  
**MINUTES - SPECIAL MEETING-TOWN BOARD-FEBRUARY 12, 2015**  
9:00 am Constantia Town Hall

Present: Richard Colesante, John Metzger, Thomas Moran– Council Members  
Clare Haynes – Town Clerk  
Absent: Charles Gilkey – Supervisor  
Chad Whitney – Council Member

**CALL TO ORDER:**

At 9:00 am the special meeting of the town board was called to order with the pledge of allegiance.

**PURPOSE:**

The purpose of this meeting is to discuss a mileage policy and new form for town employees.

**DISCUSSION:**

Mr. Colesante gave the members present a copy of a vehicle and equipment usage report, Mrs. Haynes also gave mileage information and forms she received from other towns for comparison.

Discussion started as to where each employee's official station is, for most it will be the town hall. Mr. Metzger would like to first form the policy and then approve a form.

Both Dog Control Officer and Code Enforcement Officer at the present time live outside of town, discussion as to where their official station will be. At the present time Ms. Ashley DCO starts mileage at the town line when going to a call and then returns to the town line, must also give consideration to veterinarian visits. Code Enforcement should start at the first permit site then continue to the town hall.

Justices, major discussion is if being called out for an arraignment should they be compensated for their mileage. Mr. Metzger said arraignments are not predictable, so fair and reasonable to pay them, Mr. Moran agrees, Mr. Colesante believes it is part of their job description. Mr. Colesante would like to know what the policy is in other towns, Mrs. Haynes will e-mail other clerks to get the information.

Mr. Metzger will work to get a policy together with information from today's meeting and get to board members.

**ADJOURN:**

At 11:10 am the meeting adjourned.