

TOWN OF CONSTANTIA
MINUTES - SPECIAL MEETING-TOWN BOARD-JUNE 26, 2015
9:00 a.m. Constantia Town Hall

Present: Kenneth Mosley - Town Supervisor
Richard Colesante, John Metzger, Thomas Moran, Chad Whitney – Council Members
Wayne Woolridge – Highway Superintendent
Rhonda Cottet – Deputy Town Clerk

CALL TO ORDER:

At 9:03 a.m. the special meeting of the town board was called to order with the pledge of allegiance.

PURPOSE:

The purpose of this meeting is to update the employee handbook, address the change the County implemented in reimbursing Towns for snow and ice removal, and to work on a five-year plan for the Town Hall office building

DISCUSSION:

Changes and updates to the employee handbook continued to be discussed.

Mr. Colesante will contact Krista Lewis, Park Director to draft a policy for cell phone use by park employees. However, it was determined that life guards on duty are prohibited from use or possession of a cell phone. All other Town employees will adhere to New York State Vehicle and Traffic Law and will not use a cell phone while operating a town vehicle.

ACCUMULATED VACATION ACCOUNT

All full-time Highway Department employees can annually accumulate eligible vacation throughout the term of their employment with no limit on the amount of vacation hours carried over. Withdrawals may be made at any time, and are payable on the regularly scheduled payroll date. The balance of the account can be held until the end of the employee's service with the town. At that time, it can be paid to the employee and/or used to extend the employee's length of service.

Mr. Woolridge advised the Board of changes the County has implemented in how it reimburses municipalities for snow and ice removal. The County is now requiring documentation of the time spent, miles driven, and turns made by Town plows and vehicles while clearing roads on behalf of the County. However, Mr. Woolridge indicated the County will consider reimbursement at an annual contractual rate.

Mr. Whitney made the motion to have Supervisor Mosley send a letter to the County Highway Superintendent requesting that the Town of Constantia Highway Department Ice and Snow Removal Agreement on behalf of the County be done at an annual contracted rate. Mr. Metzger seconded the motion.

Carried: Mosley - yes Colesante - yes Metzger - yes Moran – yes Whitney – yes

Discussion then turned to the town hall office building and the feasibility to keep repairing the building, erecting a new building, or the prospect of erecting a community building with the fire department. Mr. Mosley will ask each department head to provide him with the amount of space they need for their office. Mr. Mosley will obtain architectural drawings for a new town building on its own and a new building incorporating the town and fire department.

ADJOURN:

At 11:45 a.m. Mr. Metzger made the motion to adjourn seconded by Mr. Moran.

Carried: Mosley - yes Colesante - yes Metzger - yes Moran – yes Whitney - yes