

TB Workshop Mtg March 3, 2016
TOWN BOARD WORKSHOP MEETING
COLDEN TOWN HALL – March 3, 2016

MEETING CALLED TO ORDER AT 6:43PM

PRESENT: Councilman David Arcara
Councilman Jesse Hrycik
Councilman Patricia Zurbrick
Councilman Gerald Pietraszek
Supervisor James DePasquale

ALSO PRESENT: Town Clerk Christina Kerlin
3 residents

1. Review Hrycik SUP - Tabled

2. Development of 8820 State Road

Supervisor DePasquale introduced Martha Kalinowski who is donating funds to the Veterans Memorial Park that were bequeathed from Alfred Kalinowski. Martha stated that she would like to see a good size Amish made Gazebo/Bandstand for the park for concerts and events. There was discussion on adding electric to the gazebo, a grotto with a water feature, benches, landscaping designs, and transplanting some of the existing trees. Supervisor DePasquale will contact the accountant on setting up an account for the donated funds to be used for the development of the park. Supervisor DePasquale explained that there is approximately \$4,000 that was returned to the town from the Town Veterans Post that was closed. The money will probably be used to add marble to the back of the Veterans Memorial Wall and a sidewalk to be added around the Memorial Wall. A survey will also be needed on the property. Councilman Pietraszek stated to keep in mind about the creek work that will be taking place this year.

3. Website Updates

Supervisor DePasquale read an e-mail from Aurora Consulting Group about patches and updates that are needed for the town's website. There is frustration and concerns with the website being only one and half years old and needing so many patches and updates. Supervisor DePasquale stated that he is going to contact Sean Kassirer from Aurora Consulting to renegotiate a new contract and see what other options are available for the website. Discussion took place on the process of putting items on the website and who is responsible for placing them on the website.

4. Historian

Supervisor DePasquale stated that the appointment of a Historian will be brought up at the next meeting. Councilman Zurbrick suggested that they stick with a resident from the town when appointing for the position.

5. Disaster Mitigation Resolution

Supervisor DePasquale explained that the Town of Colden needs to submit a resolution to Erie County stating that we are participating in the Multi-Jurisdictional Hazard Mitigation Plan Update. The Plan is similar to the one that is submitted when the Town has the Art Festival. The resolution will be brought up at the next Town Board meeting.

6. Fees and Fines for the Town

Supervisor DePasquale stated that the towns fees and fines have not increased over many years and he would like to see a team put together to review the fees from other surrounding towns. The team will consist of Code Enforcement Officer John Kotlarsz, Councilman Hrycik, Councilman Arcara and a member from the Planning Board.

7. Updates to Personnel Policy

Town Board discussed changes and updates to be made to the Personnel Policy:

- Adding background checks will be done prior to hiring and employment is contingent on a successful completion.

- Supervisor DePasquale stated that he would contact Highway Superintendent Clarkson on the wording he would like to have placed on the probationary period for the highway department policy for new hires.

- Supervisor DePasquale will check with the Town Attorney on any language to be changed to Dismissal, Disciplinary Actions and Break and Service in the personnel policy.

- Discussion on probationary period for all employees or the highway department

- Discussion on changing the 60 sick day accumulation to 120 days for full time employees

-Work hours stated in the personnel policy for the Highway Department and Town Clerk's office will be removed from the policy and stated that hours will be determined by the Town Clerk or Highway Superintendent which will include a half hour lunch.

-Highway clothing allowance will include Hi-Visibility Safety Wear (t-shirts, vests, jackets, rain clothing, gloves and boots) and will be taken from the Highway Fund.

-Adding a Transportation section on the use of wearing seatbelts and not using a cell phone when operating Town vehicles and equipment and if there is a traffic vehicle violation the employee will be solely responsible for all liability that result in such actions.

Resolution for Hours Worked for Retirement

Supervisor DePasquale passed out a resolution on hours worked for retirement for review for the next Town Board meeting.

Councilman Hrycik stated that he is working on a tire recycling event and is wondering if it is too late to be posted in the next Town Newsletter. Supervisor DePasquale stated that Tammy is working on the newsletter which will be going out end of March.

Town Board discussed placing a GPS system in the Highway Superintendent's pickup truck and also scheduling an assistant in the absence of when the Highway Superintendent leaves town along with the cell phone that is designated to him.

ADJOURN

MOTION made by Councilman Zurbrick and seconded by Councilman Pietraszek and unanimously adjourned the meeting at 9:02pm

Respectfully submitted,

Christina M. Kerlin
Town Clerk

