

TB Workshop Mtg June 6, 2013
TOWN BOARD WORKSHOP MEETING
COLDEN TOWN HALL – JUNE 6, 2013

MEETING CALLED TO ORDER AT 6:04 PM

PRESENT: Councilman David Arcara
Councilman Gerald Pietraszek – arrived at 6:08pm
Councilman Patricia Zurbrick
Councilman Patrick Murphy - absent
Supervisor Anne Hoffman

ALSO PRESENT: Town Clerk Christina Kerlin
3 residents

Supervisor Hoffman called the meeting to order at 6:04pm

Combined Life Insurance

Supervisor Hoffman said a note will be placed in Town employee's paychecks letting them know information is available in the Town Clerks office on the Combined Life Insurance.

Personnel Policy

The Town Board reviewed changes to the Personnel Policy:

Health Insurance - Cobra Plan and NYS Health Care Guidelines
Incident Report Form
Bringing Your Child or Non- Employee to Work on a Regular or Irregular Basis
Unpaid Personal Leave of Absence/Family Medical Leave/Military Leave
Personal, Sick and Vacation days for employees that work 35 hours a week or 70 hours bi-weekly will receive hours of leave time not days and employees who work 40 hours a week or 80 hours bi-weekly will receive hours of leave time not days.
Payroll sheets
Clarification of Vacation time granted for years worked and new hires.

First year no Vacation
2nd year 1 week
3rd year to 4th year - 2 weeks
5th year to 14 years - 3 weeks
15 years & plus – 4 weeks

Effective 1/1/11 all new hires eligible for vacation pay schedule as follows

First year no Vacation

2nd year 1 week

3rd year & 7th year - 2 weeks

7th year to 14 years - 3 weeks

15 years & plus – 4 weeks

Vacation pay will be based on a full work week.

Personnel policy changes will be made and submitted to the Town Attorney for review. Once approved by the Town Board the Personnel Policy will be distributed to Town Employees and a form will be attached for the employee to sign and return stating they have received and understand the Personnel Policy.

Town Assessor Interviews

Interviews are scheduled for Thursday June 13, 2013 at 6:00pm at the Town Hall.

Buffalo Ski Club Bridge

Councilman Pietraszek stated when inspecting the bridge at Buffalo Ski Club they found damage to one of the piers under the bridge and he has sent an E-mail to Mark Page the General Manager at Buffalo Ski Club and the engineer to check the bridge pier and has also contacted the Fire Department so they are aware in case they get a call.

ADJOURN

MOTION made by Supervisor Hoffman and unanimously approved to adjourn the meeting at 7:05 pm.

Respectfully submitted,

Christina M. Kerlin
Town Clerk