

REGULAR TOWN BOARD MEETING
TUESDAY, DECEMBER 10, 2013
7:00 PM- COMMUNITY CENTER

Town Board Members Present: Supervisor-Randy Preston
Councilman-Darin Forbes
Councilman-Steve Corvelli
Councilwoman- Dawn Stevens
Councilwoman-Rarilee Conway

Public Present: Gerald L. Bruce-Town Clerk, Nicole Forbes & George Buck.

RESOLUTION 63-13 TOWN BOARD APPROVED THE 11/12/13 MINUTES.

Motion- Rarilee Conway Seconded- Dawn Stevens All in Favor

BID FOR SURPLUS 1998 CHEVROLET PICK-UP WITH PLOW

One Bid-Chuck Haywood Sr. bid \$421.00
Supervisor is going to check with Bob Guynup to see what scrap metal is going for per ton.
If the amount is lower the Board will sell it to Chuck Haywood for \$421.00

Motion-Rarilee Conway Seconded Dawn Stevens All in Favor

**RESOLUTION 64-13 TOWN BOARD APPROVED THE ADOPTION OF THESE CHANGES
TO
THE EMPLOYEE HANDBOOK.**

Proposed Changes to the Employee Handbook
(Subject to Board Approval)

Section 2.01 Probationary Period

- Sick time will begin to accrue on Day 1 of employment, but may not be used until the probation period has ended (6 months).
- Vacation begins to accrue on Day 1 of employment, but may not be used until one year of employment has been reached (anniversary date)
- Personal time will begin to accrue on Day 1 of employment and And can be used be at any time (subject to Supervisor's approval)

Section 4.02 Health Insurance

- Unmarried children of an employee can be covered under the employee's health insurance plan up to age 26

-If an employee chooses to opt-out of the Town's Health Insurance Plan, he/she must provide proof of coverage under another plan, and submit in writing their willingness to forego the Health Insurance. If all criteria are met, the employee is eligible for \$2,500.00 reimbursement, payable in December of the calendar year in which the application is made. The Town will NOT prorate reimbursement; the employee must be employed for the entire calendar year to be eligible.

-Retirement Health Insurance: eligibility based on Twenty Five (25) consecutive years of service as an employee of the Town, and must be at least age 55 to receive retirement benefits under the provisions of the New York State Retirement System

Section 4.04 Vacation

-The maximum number of hours allowed to "carry over" is 80 hours per calendar year, and will be capped at 280 hours

Section 4.05 Sick Time

-Upon retirement, unused sick time can be used/converted to COBRA payments for up to six (6) months for the employee and/or employee's spouse

Section 4.07 Worker's Compensation and on-the-job accidents

-Drug testing is mandatory after an accident

Section 4.08 Personal Leave

-Employees will be permitted to take personal leave in two (2) hour increments

-Unused personal time on December 31st will be carried forward as sick time in the new calendar year

Section 4.09 Compensation

-Must be approved by immediate supervisor

-Comp time will be capped at 80 hours per calendar year

-Comp time accrues at the rate of time-and-a-half

-Comp time must be used within the calendar year it is earned, or will be paid to the employee at REGULAR pay

* The section on sick time noting that unused sick hours may be converted into COBRA benefits, will need to be revisited. The current schedule only allows for single coverage, the Board indicated that time may also be used for spouse coverage and we will need to set up the conversion table to allow for current pricing on both plans.

RESOLUTION 65-13 TOWN BOARD WILL PAY TOWN EMPLOYEES FOR ANY UNUSED VACATION TIME.

Motion-Dawn Stevens Seconded- Darin Forbes All in Favor

The Organizational meeting will be Thursday January 2nd 2014.

RESOLUTION 66-13 LOCAL LAW #1-2014

Motion by Steve Corvelli

Seconded by Dawn Stevens

WHEREAS on the 10th day of December, 2013, Local Law #1 for the year 2014 of the Town of Wilmington entitled, “Regulation of the hours of operation of the Town of Wilmington Recreation Park,” was introduced by Steve Corvelli, a member of the Town Board, and copies of said Local Law were distributed to all the members of the Town Board of the Town of Wilmington on that date, and

WHEREAS, the Town Board has determined that a Public Hearing should be held to discuss said proposed Local Law, and

WHEREAS, a notice of public hearing pertaining to said local Law shall be duly published at least five (5) days prior to said hearing,

NOW THEREFORE, be it resolved and enacted as follows:

1. That a public hearing be held with respect to said Local Law #1 for the year 2014 entitled “Regulation of the hours of operation of the Town of Wilmington Recreation Park” on the 14th day of January 2014, at 7 p.m., at the Town of Wilmington Town Hall, 7 Community Center Circle, Wilmington, New York.

Role Call Vote:

Supervisor- Randy Preston	AYE
Councilman- Darin Forbes	AYE
Councilman-Steve Corvelli	AYE
Councilwoman-Dawn Stevens	AYE
Councilwoman-Rarilee Conway	AYE

(Carried 5 AYE’S 0 NAY’S)

RESOLUTION 66-13 TOWN BOARD APPROVED THE NOVEMBER EXPENSES & TRANSFERS.

Name of Account				
General Fund	<u>From:</u> G607	To: G651	Amt:	17448.68
Payrolls			Amt:	23764.55
Social Security			Amt:	1694.27
Health Insurance			Amt:	8421.34
Other:			Amt:	
Other:			Amt:	
Other:			Amt:	
			Amt:	
Highway	<u>From:</u> H241	To: H257	Amt.	67149.68
Payrolls			Amt.	14926.10
Social Security			Amt.	1095.78
Health Insurance			Amt.	5859.06
Other:			Amt.	
Other:			Amt.	
Water	<u>From:</u> W274	To: W290	Amt.	2529.19
Payrolls			Amt.	3308.21
Social Security			Amt.	230.04
Health Insurance			Amt.	1484.09
Other:			Amt.	
Other:			Amt.	
GARBAGE DIST.	<u>From:</u> GD27	To: GD29	Amt.	795.92
Payrolls			Amt.	1448.80
Social Security			Amt.	101.72
Health Insurance			Amt.	555.81
Other:			Amt.	
Other:			Amt.	

Dated: December 10, 2013

Cable Franchise	1535.00	Supervisor Expenses	101.00
		Town Clerk Expenses	412.00
		Buildings Expenses	927.00
		Beach Expenses	95.00
County Tax Distributions	3673.00	Assoc. Dues	849.00
		Garage Expenses	681.00
		Aging Expenses	374.00
		Youth Center Expenses	943.00
		Other Expenses	826.00
Fund Balance	23609.00	Parks Salaries	6000.00
		Parks Expenses	6600.00
		Health Insurance Expense	11009.00
Parks Truck Fund	29500.00	Parks Expenses	29500.00
Total	58317.00	Total	58317.00

Highway

From		To	
Town Snow Salaries	10000.00	Road Repairs Salaries	10000.00
Refund Of Expenses	109.00	Road Repairs Salaries	109.00
Co. & St. S/I Salaries	1345.00	Machinery Repairs Salaries	1345.00
Co. & St. S/I Salaries	2856.00	Machinery Repairs Expenses	2856.00
Co. & St. S/I Salaries	2107.00	Misc. Expenses	2107.00
Equipment Purchases	50000.00	BAN Principal	50000.00
Equipment Purchases	1700.00	BAN Interest	1700.00
Total	68117.00	Total	68117.00

Motion Darin Forbes Seconded – Steve Corvelli All in Favor

There will not be a work session this month.

Motion to adjourn by Steve Corvelli Seconded by Dawn Stevens All in Favor

Respectfully submitted:

Gerald L. Bruce/Town Clerk