

Town Board Meeting held December 2, 2015 at 3:00 P.M. at the Town Hall in Schroon Lake N.Y.

Present:

Town Supervisor: Michael Marnell

Councilpersons: Roger Friedman, Clara Phibbs, Don Sage and Meg Wood

Town Clerk: Patricia Savarie

Highway Superintendent: Dana Shaughnessy

Also Present: Albert May, Dave Clark, Jim Roblee, Skip Mahler, Jon Senecal
and Patrick Shaughnessy

Supervisor Marnell called the meeting to order at 3:00 P.M. with a salute to the Flag.

Public Sector to Discuss Employee Handbook

Supervisor Marnell stated that Ronnie Travers, from Public Sector was here to go over the Employee Handbook and the Wage and Salary Statement. Supervisor Marnell stated that the new changes would be for new employees coming on effective January 1, 2016 and all employees and elected officials hired before January 1, 2016 will be grandfather cloused in.

Elected Councilperson

Supervisor Marnell stated that they needed to discuss new elected Councilpersons hired after January 1, 2016. He suggested that they do not offer benefits to newly elected Councilpersons, many of the Towns do not offer benefits. Councilman Friedman suggested that newly elected Councilpersons pay 20% of their Insurance and 50% for their spouse or family benefits.

Resolution #211 Insurance for 65+ policy

Councilman Sage moved a resolution to have all new employees hired after January 1, 2016 pay 10% of their retirement 65+ Insurance policy and anyone hired before January 1, 2016 will be grandfather cloused in, seconded by Councilwoman Phibbs; carried.

Wage and Salary Statement

Councilman Friedman asked Ronnie Travers, from Public Sector, if they could add more steps to the Wage and Salary Statement. Instead of just three levels, Minimum, Mid Point and Maximum Point, have some steps in between these steps. Ronnie stated yes and she will look at the whole Wage and Salary Statement to make changes since it has been over ten years since it was last looked over. Ronnie also stated that the mid point should be reached by 5 – 7 years and max is usually between 10 – 15 years with most Towns, but that it is a Board decision. Councilman Friedman stated that we need to look at reevaluate the position of the Water Department and Sewer Department with all the changes in advanced technology that they need to know to operate those facility's. Councilwoman Wood stated she

felt the Town should be doing Performance Appraisals, done by the department heads, on all employees and make everyone accountable and would like Ronnie to look into that. Patrick Shaughnessy asked Ronnie about part time employees who go full time, should their part time work be part of their years of service? Ronnie stated part-time employees who go to full time should be prorated for their part time work on the Wage and Salary Statement. Superintendent of Highways, Dana Shaughnessy, stated he would like the Board to create a new title for the wage and salary statement of Trainee MEO for one of his employees.

Resolution #212 Hire Public Sector to update Wage and Salary Statement and the Employee

Handbook

Councilwoman Phibbs moved a resolution to hire Public Sector to update the Wage and Salary Statement, Employee Handbook, put in new updates according to civil service laws, create wages for new title of Trainee MEO, Performance Appraisals and the updates for the substance abuse policy, seconded by Councilman Sage; carried.

Resolution #213 Annual Meeting with Public Sector

Councilwoman Phibbs moved a resolution to have an annual meeting with Public Sector to discuss any changes before Budget time each year, seconded by Councilwoman Wood; carried.

Public Participation

David Clark, Water Treatment Plant Operator, asked the Board at what point do you get to the Maximum Point on the Wage and Salary Statement? Chris Stone stated there was nothing in writing.

Ronnie Travers, from Public Sector, stated she will get back to the Board by February with a new Wage and Salary Statement and rewrite the Employee Handbook by the next Board meeting.

Councilman Sage moved to adjourn at 5:05 P.M., seconded by Councilwoman Wood; carried.

I, Patricia J. Savarie, do hereby certify the foregoing to be a true and correct transcript from the minutes now on file in my office and of the whole such original minutes.

Dated: December 4, 2015 _____ **Town Clerk**