

MINUTES OF WORKSHOP MEETING OF THE TOWN BOARD OF THE TOWN OF HUNTER HELD ON TUESDAY, OCTOBER 26, 2021, AT 7:00 PM AT THE TOWN HALL LOCATED ON RTE. 23A IN TANNERSVILLE, NEW YORK.

Present:	Dolph Semenza	Councilman
	David Kukle	Councilman
	Sean Mahoney	Councilman
	Corina Pascucci	Town Clerk
	John Farrell	Supt. of Highways
	Sgt. Robert Haines	Hunter Police Department
	Larry Gardner	Town Attorney
Absent:	Daryl Legg	Supervisor
	Raymond Legg	Councilman

Councilman Mahoney states that the last handbook meeting was held on 8/24/21. He adds that the Town Board is awaiting job descriptions from department heads.

Town Board wishes to add Juneteenth to the Holiday schedule and combine Lincoln’s and Washington’s birthdays into President’s Day.

Sgt. Haines states that the handbook reads Full Time police personnel shall work the legal holiday if they are scheduled to work. The employee will be credited with the holiday and may utilize it as a “day off” at a time preapproved by the Town Supervisor. He feels this will increase costs, if the Full Time Officer gets the day off, he must have the shift covered by a Part Time Officer and the Full Time Officer is still getting paid. Currently if a Full Time Officer works a Holiday, they get 8 hours pay plus 8 hours of Holiday pay. He suggests leaving the Holiday pay the same as it is now.

DISABILITY

Discussion on nominal costs of providing disability.

Discussion on setting caps on accruals and in retirement being able to use those accruals to offset the cost of medical benefits in retirement.

Discussion on town contribution to health insurance benefits upon retirement. Department Heads present recall that employees hired after a certain date would pay more than the 50/35 of their health insurance benefits in retirement. The Board members recall that they changed this about a year ago and state that now all retirees, regardless of hire date get the 50/35 in retirement. The Board asks C. Pascucci to check with the Health Benefits Coordinator and if this was not done, they will make the correction at the next meeting.

Personal Time – Using in one hour increments instead of a half day and how it would affect overtime.

Pg. 28 under Scheduling states An employee must provide notice (minimum of 48 hours) and receive prior approval from the employee’s Department Head to take vacation leave. A maximum of five days of vacation can be used at any one time, separated by at least two weeks before any any other vacation days can be used. The Department Head will have total discretion in the approval of vacation time.

The Board states that this section will be removed from the handbook.

C. Pascucci reads on that same page (Separation of Employment) where it states In cases of death of an employee, the Town will pay the employee's designated beneficiary for any unused vacation leave. She suggests a Designation of Beneficiary form be completed by employees, so the Town has on file who they wish that money to go to.

Councilman Mahoney makes a MOTION to go into Executive Session at 8:00 PM. Seconded by Councilman Kukle.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

Councilman Mahoney makes a MOTION to come out of Executive Session at 8:37 PM. Seconded by Councilman Semenza.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

BEREAVEMENT POLICY

Councilman Mahoney makes a MOTION to adopt a Bereavement Policy as stated in the draft employee handbook for 40 hours of bereavement to be retroactive to 9/1/21. Seconded by Councilman Semenza.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

****Clerk Note**** The handbook reads up to three (3) consecutive days. This changes that to five (5) days.

PUNCHING IN/OUT

Councilman Mahoney makes a MOTION that all employees, inclusive of salaried employees, must punch in and out every day. Seconded by Councilman Semenza.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

Councilman Mahoney makes a MOTION to adjourn at 8:39 PM. Seconded by Councilman Semenza.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

Councilman Mahoney makes a MOTION to re-open the meeting at 8:56 PM. Seconded by Councilman Kukle.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

Councilman Kukle makes a MOTION to authorize the Supervisor to sign contract for the continuation of the KRT #3 for Place Alliance as was reviewed by the Town Attorney, Larry Gardner. Seconded by Councilman Mahoney.

Ayes -3- Noes -0- Absent -2- (Legg, Legg)

Councilman Mahoney makes a MOTION to adjourn at 8:57 PM. Seconded by Councilman Kukle.

Ayes -3-

Noes -0-

Absent -2- (Legg, Legg)

Corina Pascucci, Town Clerk, RMC

Town of Hunter