

TOWN OF BETHANY
TOWN BOARD WORKSHOP
24 JANUARY 2015

Supervisor Hyde opened the January 24, 2015 Town Board Workshop at 1:00 p.m.

Town Officials in Attendance were:

Carl Hyde, Jr., Supervisor	Daniel Adams, Councilman
Walter Wenhold, Councilman	Susan Neer, Councilwoman
Jeffrey Fluker, Councilman	Debbie Douglas, Town Clerk
Paul Fleming, Highway Superintendent	

Attendees to the meeting were:

Joel Merle	Alexa Merle
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Supervisor Hyde updated the Board on the following topics:

PERB Hearing -

- Will be attending a PERB hearing with Councilman Wenhold and Town Attorney David DiMatteo on February 12th.

Highway Department Employees' Alleged Breakfast Break with Town Truck – Ceasing of

- It has been alleged that highway employees took a town truck to go for a breakfast break after late night/early morning plow runs. This practice is to cease immediately due to liability issues.
- Employees are being notified of this in writing. Limits to breaks and meal times are also being established in writing according to state and federal standards.

Municipal Solutions – John Savash

- John Savash met with Supervisor Hyde and Bookkeeper Denise Veerecken (4 hours pro bono) to begin reviewing the Town's bookkeeping methods.
- He was able to print a Profit/Loss Statement for 2014. The figures were found to be incorrect so that is another item that will need to be worked out.
- He will be coming in again on January 30th and is getting a contract for services put together.

Transfer Station – Expenditures vs. Revenues

- In analyzing the expenditures and revenues for the Transfer Station, Supervisor Hyde has found that the expenditures outweighed the revenues by approximately \$20,000. He is looking into options to correct/eliminate this loss.

Payroll Outsourcing

- Will be meeting with Complete Payroll Processing to discuss outsourcing the payroll.
- The pay schedule will not change and direct deposit will be offered.
- A representative from Complete Payroll Processing will be at the regular Board meeting on February 9th.

Board Members – Meetings etc.

- The Town Attorney asked Supervisor Hyde to reiterate to the Board that only two board members should be present for any union talks and should never be together in a group of more than two.

Employee List

- Is cleaning up the employee list and will be removing people who no longer work for the town (i.e. part-time employees).

Cleaning

- Getting quotes from cleaning companies to compare with the cost of in-house cleaning for the offices and Community Center.
- If decide to stay in-house a position will need to be created for Cleaner.

Quotes

- Getting quotes for construction of a portable judge's bench, replacement of the furnaces in the Community Center and the construction of a wall in the Highway Superintendent's office.

Back Vacation Pay – Closeout of

- Has been working with Denise in getting together the final figures.

Key Deposit for Community Center

- Considering having renters place a larger deposit that will include a key to let themselves in and out eliminating the need for an employee to do this.

Drinking Water – Supplier vs. Employee Pickup

- Analyzing the cost of a vendor supplying water versus having an employee pick it up from Batavia.

Executive Session

The Board went into Executive Session at 2:07 p.m. to discuss a specific employee.

The Board returned from executive Session at 2:25 p.m.

Adjournment

The meeting adjourned at 2:35 p.m.

BY ORDER OF THE
BETHANY TOWN BOARD
Dated: January 27, 2015

Respectfully Submitted,

Debbie L. Douglas, RMC
Bethany Town Clerk