

Minutes of the Town Board Worksession held at Town Hall, 511 Route 32, Highland Mills, New York on December 15, 2008 at 7:30PM

Present: John Burke, Supervisor
Geraldine Gianzero, Councilwoman
Amidee Haviland, Carlton Levine and Michael Queenan, Councilmen
Absent: None
Also Present: Neil Crouse, Village Trustee

1. Budget Modification:

Motion was offered by Supervisor Burke, seconded by Councilwoman Gianzero, to approve a modification to the budget of the Buildings/Grounds Department by increasing A599 (Appropriated Fund Balance) by \$52,000 and increasing A1620.200 (Buildings Equipment) by \$52,000.

ADOPTED AYES 5 Burke, Gianzero, Haviland, Levine, Queenan
NOES 0

2. Update – Expiring Seats on Parks Commission/Library Board:

Supervisor Burke stated he spoke with the Parks Commission and Library Board Chairpersons regarding the three individuals whose terms are due to expire at the end of this year. Both Chairpersons feel that each individual should be reappointed.

3. Resolution – Advanced Payment of Utility Bills:

Motion was offered by Councilman Queenan, seconded by Councilman Levine, to adopt the following resolution:

WHEREAS, the Town Board of the Town of Woodbury receives utility bills for telephone and electric usage each and every month; and

WHEREAS, the Town Board pays invoices an average of two times per month when it performs its audit of abstracted vouchers; and

WHEREAS, some utility bills are received and due before the Board can move to approve payment incurring late fees that, at times, can be quite costly; and

WHEREAS, the New York State Comptroller’s Office has opined that utility bills can be paid prior to an abstract of audited vouchers being approved, so long as a resolution has been adopted by the governing Board approving such payment.

NOW, THEREFORE, BE IT

RESOLVED that the Town Board of the Town of Woodbury does hereby adopt this resolution to approve payment of only the utility bills that may come due prior to the adoption of an abstract of audited vouchers so late fees will not be incurred.

ADOPTED BY ROLL CALL AS FOLLOWS:

Supervisor Burke	AYES
Councilwoman Gianzero	AYES
Councilman Haviland	AYES
Councilman Levine	AYES
Councilman Queenan	AYES

4. Discussion – Standard Work Day Resolution:

Clerk Potvin stated the Comptroller, in an effort to make municipalities more accountable when reporting time to the retirement system, proposed an amendment to the way employees are reported to the NYS and Local Retirement System. This amendment (Section 315.4) would require, at each re-organization meeting, the governing board of a participating employer of an elected or appointed office

to establish, by a resolution in a form prescribed by the Comptroller, a standard work day for each such elected official or appointed office, which shall state the number of hours prescribed for the position in a standard work day. Said resolution will list the term expiration and standard work day for each elective or appointive office. The resolution shall be posted on the employer's website for a minimum of thirty days. A certified copy of the resolution and an affidavit of posting shall be filed with the Comptroller within 45 days of adoption. Comment period for this proposed amendment ended December 1. Clerk Potvin contacted the Comptroller's Office this afternoon and was told that a large amount of comments were received and that the proposed amendment has been postponed until an undetermined date. Regardless, the legwork had been done so that, if the amendment does become adopted, she has all of the information ready for the Board to adopt the resolution required.

EXTRA ITEM – 2009 Claims Runoff Management Agreement:

A renewed agreement has been received from Wright Risk Management for them to perform the workers' compensation claim runoff management services for the Town. Supervisor Burke noted the runoffs have decreased from 18 to approximately six. Councilwoman Gianzero stated she spoke with Attorney Liberth this afternoon, who reviewed the agreement. He stated it is the same as the one that was signed last year, only with an increase in the cost per open claim to \$500 (\$50 more than last year). Supervisor Burke asked the Board members to review the agreement and it will be added to the agenda for December 18.

With no further business to discuss or comments received, a motion was offered by Supervisor Burke, seconded by Councilman Levine, to adjourn the meeting at 8:10PM.

ADOPTED	AYES	5	Burke, Gianzero, Haviland, Levine, Queenan
	NOES	0	

Desiree Potvin, Town Clerk