

# Agenda

## January 21st 2019

### Town of Arietta

- Call to Order
- Roll Call

- Resolutions

19-01-06 Transfer

19-01-07 Review Books

19-01-09 Transfer

19-01-10 Deputy Highway Pay

Snowmobile Trails & Town Buildings and Grounds-**Knapp / Grier**

Internal Management / Insurance, - **Grier**

Recreation, Website & Chamber, - **C.Wilt**

Finance / Airport - **R.Wilt**

Lake / Dam / Invasive - **Rudes**

- New Business
- Old Business
  
- Public Comment
- Designation of next regular Meeting February 4th
- Motion to adjourn

TOWN OF ARIETTA

At a regular meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

January 7, 2019 at 5:00pm

Resolution # 19-01-06

Subject: **Transfer of Funds**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will give the Town Supervisor permission to make the following transfer of money:

**General Fund**

\$ \_\_\_\_\_ to #A0-5010-110, Deputy Highway Superintendent  
from #A0-1990-400, Contingent Contractual Expense

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the above transfers of money.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk      Date \_\_\_\_\_ 2019

**TOWN OF ARIETTA**

At a special meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

January 22, 2019 at 5:00pm

Resolution # 19 – 01 - 07

Subject: **Review of the 2018 Arietta Financial Records**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta, Town Board have been presented with the 2018 financial records for the Town of Arietta at the January 22, 2019 meeting as required by Town Law Section 123, and

**WHEREAS:** these records include the Justices, Tax Collector, and Town Clerk, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the 2018 Town of Arietta financial records as presented.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019

TOWN OF ARIETTA

At a special meeting of the Arietta Town Board at the Piseco Common School, 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

January 22, 2019 at 5:00pm

Resolution # 19-01-09

Subject: **Transfer of Funds**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta will give the Town Supervisor permission to make the following transfer of money:

**General Fund**

\$ 1,000.00 to #A0-1910-400, Insurance-Unallocated  
from #A0-1990-400, Contingent Contractual Expense

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve the above transfers of money.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

AYES:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

NOES:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk      Date \_\_\_\_\_ 2019

**TOWN OF ARIETTA**

At a special meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

January 22, 2019 at 5:00pm

Resolution # 19 – 01 - 10

Subject: **Deputy Highway Superintendent Pay**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta, Town Board at the January 7, 2018 board meeting increased the deputy highway superintendent pay from \$500.00 to \$3,500.00, and

**WHEREAS:** the distribution of the payment is on an annual basis payable in December for the year, and

**WHEREAS:** the Town Board after review of the position would like to change the payment from an annual basis to biweekly, and

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta hereby rescinds all past resolutions for the distribution of the deputy highway superintendent pay and approve to change from an annual payment to biweekly.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

**AYES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

**NOES:**

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019

## **TOWN OF ARIETTA**

At a special meeting of the Arietta Town Board at the Piseco Common School on 1722 State Route 8 in the Town of Arietta, Hamilton County, New York on:

Resolution #

Subject:     **2019 Handbook Clarify Language for Full Time Employees**

Resolution Offered By: \_\_\_\_\_

**WHEREAS:** the Town of Arietta, Town Board needs to clarify the language in the Town of Arietta Employee Handbook as there are questions in the interpretation for full-time employees and benefits, and

**WHEREAS:** full-time employees must successfully complete a probationary period as outlined on page 400-2, section 403 probationary period, and

**WHEREAS:** during the probation period the employee is not entitled to benefits and benefits are not accrued or retroactive. An employee who has successfully completed the probation period and is confirmed as a permanent full-time employee, the date that the employee is confirmed, is the date when the benefits start, and

**WHEREAS:** the following wording will be added to page 200-1 section 201 Full Time Employees:

### 201 Full-Time Employees

For purposes of this Employee Handbook, the term “full-time employee” will mean an employee who is regularly scheduled to work a minimum of forty hours per week, has meet the civil service requirements, and is a permanent employee (the date the employee is made permanent is the date when benefits start), and

**WHEREAS:** the following wording will be added to page 800-1 section 800-1 Holidays:

### 801 Holidays

Eligibility – A full-time employee is eligible for holiday pay at the employee’s regular rate of pay. An employee who is on probation to be a full-time employee is eligible for

holiday pay at the employee's regular rate of pay. A part-time, temporary, or seasonal employee is not eligible for holiday pay.

**THEREFORE, LET IT BE RESOLVED:** that the Town Board, Town of Arietta does approve to add the wording to better clarify the language and clear up any questions pertaining to full-time employees and benefits. The Town Board authorizes to give all employees a copy of this resolution and a copy of the handbook pages with the completed changes to update their copy the Town of Arietta handbook.

Seconded by: \_\_\_\_\_ and put to a vote, which resulted as follows:

AYES:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

NOES:

Jacquelyn Grier \_\_\_\_\_  
Sarah Rudes \_\_\_\_\_  
Michael Knapp \_\_\_\_\_  
Christy Wilt \_\_\_\_\_  
Richard Wilt \_\_\_\_\_

\_\_\_\_\_, Town Clerk

Date \_\_\_\_\_ 2019