

TOWN OF ARIETTA
January 21,2025
Town Board Regular Meeting
Piseco School Meeting Room

Supervisor Rhodes opened the meeting at 5:00 pm with the Pledge of Allegiance.

ROLL CALL:

Chris Rhodes-present-Supervisor
Doug Stobo-present
Christy Wilt-present
Johnny Rajca-present
Jacqui Grier-present
Craig Small-present-Highway Superintendent
Mel LaScola-absent-Codes and Zoning

OTHERS PRESENT:

Marie Buanno
Steve Woehrle

Supervisor Rhodes asked for a motion to accept the minutes of the January 6, Regular Town Board meeting as submitted by the Town Clerk. Johnny Rajca offered the motion, which Doug Stobo seconded. All members in attendance were in favor. The motion passed.

TOWN OF ARIETTA
in
HAMILTON COUNTY, NY
toa@townofarietta.com

1722 State Route , PO Box 37
Piseco, NY 12139
TEL: (518) 548-3415 FAX: (518) 548-6203

Agenda

January 21, 2025

5pm at Piseco Common School

Town of Arietta

- Call to Order
- Pledge of Allegiance
- Roll Call
- Motion to approve minutes for the January 6, 2025 meeting

- Resolutions
 - **25-01-06** **Review 2024 Financial Records**
 - **25-01-07** **Arietta Handbook Over-Time Policy**
 - **25-01-08** **Equipment**

- **Snowmobile Trails** – *Grier*
- **Town Buildings / Grounds** - *Stobo*
- **Recreation / Website / Campsite** - *Wilt*
- **Lake / Dam / Cemetery** - *Rajca*
- **Finance / Airport / Internal Management / Insurance** - *Rhodes*
- **Superintendent / Report** – *Small*
- **Codes and Zoning** – *Lascola*

- **Old Business**

- **New Business**
 - Advertise for Swim Instructors

- Motion to accept the bills
- Public Comment
- Designation of next Meeting Monday, February 3, 2025
- **Motion to adjourn**

TOWN OF ARIETTA

At a regular 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 21, 2025 at 5:00pm

Resolution # 25 – 01 - 06

Subject: **Review of the 2024 Arietta Financial Records**

Resolution Offered By: Johnny Rajca

WHEREAS: the Town of Arietta, Town Board has been presented with the 2024 financial records for the Town of Arietta at the January 21, 2025, 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 of Arietta Town Board does approve the 2024 Town of Arietta financial records as presented.

Seconded by: Jacqui Grier and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier x_____	Jacquelyn Grier _____	Jacquelyn Grier ____	Jacquelyn Grier _____
John Rajca x_____	John Rajca _____	John Rajca ____	John Rajca _____
Douglas Stobo x_____	Douglas Stobo _____	Douglas Stobo ____	Douglas Stobo _____
Christy Wilt x_____	Christy Wilt _____	Christy Wilt ____	Christy Wilt _____
Christian Rhodes x_____	Christian Rhodes _____	Christian Rhodes ____	Christian Rhodes _____

Laura Morehouse 1/21/2025
Town Clerk Date

TOWN OF ARIETTA

At a regular 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 21, 2025, at 5:00 p.m.

Resolution # 25 – 01 - 07

Subject: **Update Employee Handbook – Section 702 Overtime/Compensatory Time, Credit for Paid Leave**

Resolution Offered By: Christy Wilt

WHEREAS, the Town of Arietta Town Board desires to clarify Section 702 Overtime / Compensatory Time, specifically the paragraph entitled Credit for Paid Leave, to give a department head the authority to grant an exception to the existing policy in specific and extenuating circumstances;

WHEREAS, it is also necessary to change the Town of Arietta Handbook to reflect these changes, as outlined in the attachment, and

WHEREAS: after review and discussion, the Town Board has made changes in the Handbook as per the new wording that is outlined in the attached page, therefore

BE IT RESOLVED: this 21st day of January, 2025, that the attached document be adopted as changes to the official Employee Handbook of the Town of Arietta, and

FURTHER BE IT RESOLVED: that the Town of Arietta Town Board rescinds all prior passed resolutions regarding the attached outlined section of the Handbook and approves the newly updated and revised changes to the Town of Arietta Employee Handbook as attached, and a copy of said changes shall be distributed, with a signed copy of this resolution, to all Town officials and employees.

Seconded by: Jacqui Grier and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN:	ABSENT:
Jacquelyn Grier x__	Jacquelyn Grier ____	Jacquelyn Grier ____	Jacquelyn Grier ____
John Rajca x__	John Rajca ____	John Rajca ____	John Rajca ____
Douglas Stobo x__	Douglas Stobo ____	Douglas Stobo ____	Douglas Stobo ____
Christy Wilt x__	Christy Wilt ____	Christy Wilt ____	Christy Wilt ____
Christian Rhodes x__	Christian Rhodes ____	Christian Rhodes ____	Christian Rhodes ____

Laura Morehouse	1/21/2025	
Town Clerk		Date

700 COMPENSATION
701 Wage and Salary

Rate of Pay – An employee’s rate of pay will be established by the Town Board.

702 Overtime / Compensatory Time

Authorization – A Department Head may require an employee to work additional hours beyond the employee’s normal workday and workweek. An employee must receive prior approval from the employee’s Department Head or supervisor before working additional hours.

FLSA Non-Covered and Exempt Employees – In accordance with the Fair Labor Standards Act, FLSA non-covered and exempt employees will not be paid for overtime nor receive “compensatory time” for any hours worked in excess of the employee’s normal workday or workweek.

FLSA Non-Exempt Employees – In accordance with the Fair Labor Standards Act, an FLSA non-exempt employee will be paid one and one-half times the employee’s regular hourly rate of pay for all authorized time worked over forty hours in a given workweek.

Compensatory Time – With pre-authorization from the Department Head, a non-exempt employee will have the option of receiving “compensatory time” in lieu of paid overtime. When a non-exempt employee chooses to receive compensatory time, the employee will be credited with the equivalent of one and one-half hours for all authorized time worked over forty hours in a given workweek. An employee may accumulate a maximum of one Hundred Twenty (120) hours in compensatory time credits. An employee must use all compensatory leave credits within the calendar year in which they are earned or receive cash payment at the end of the calendar year at the employee’s then current rate of pay.

Use of Compensatory Time-Off – An employee must receive prior approval from the employee’s Department Head to take compensatory time-off. The Department Head will have total discretion in the approval of this time-off.

Credit for Paid Leave – Compensatory time and holidays will be included as time worked to compute overtime/compensatory time. Sick, vacation, and personal time will not be counted as hours worked to compute overtime/compensatory time or paid as such. An exception to this rule may be granted by the department head. Specifically, a request to use personal, sick and/or vacation time to compute overtime/compensatory time will be considered only after working a minimum of 50% of the scheduled workday. Sick time may be authorized in extenuating circumstances. Straight time is time physically worked to 40 hours per week. Bereavement leave, jury duty leave, and military leave will not be included as time worked for the purpose of computing overtime/compensatory time. Effective 1-21-2025

Termination from Employment – An employee whose employment with the Town is terminated will receive cash payment for unused compensatory time credits to which the employee is properly entitled at the employee’s then current rate of pay.

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 21, 2025, at 5:00 pm

Resolution # 25-01-08

Subject: Purchase Piggyback off the Onondaga County Contract Bid Reference #0010914, one Everest Single Wing Snowplow Equipment Package with Crysteel Stainless Steel Dump Body

Resolution Offered By: Christy Wilt

WHEREAS: the Town of Arietta Town Board has received the current Tracy Road Bid for one Everest Single Wing Snowplow Equipment Package with Crysteel Stainless Steel Dump Body per the attached outline, and

WHEREAS: the Highway Superintendent would like to purchase off Onondaga County Bid Contract from Tracey Road, one Everest Single Wing Snowplow Equipment Package with Crysteel Stainless Steel Dump Body, per the attached outline, for a total of \$154,980.00, to be installed on the New 2025 Western Star Model 49X Cab & Chassis Truck, and

THEREFORE, LET IT BE RESOLVED: the Town Board, after review, will authorize the Highway Superintendent to purchase the above equipment on Piggyback Contract as per the attached specification outline.

Seconded by: Doug Stobo and put to a vote, which resulted as follows:

AYES:	NOES:	ABSTAIN	ABSENT:
Jacquelyn Grier x__	Jacquelyn Grier ___	Jacquelyn Grier _____	Jacquelyn Grier ___
John Rajca x__	John Rajca _____	John Rajca _____	John Rajca _____
Douglas Stobo x__	Douglas Stobo ___	Douglas Stobo _____	Douglas Stobo _____
Christy Wilt x__	Christy Wilt ___	Christy Wilt _____	Christy Wilt _____
Christian Rhodes x__	Christian Rhodes ___	Christian Rhodes _____	Christian Rhodes _____

Laura Morehouse 1/21/2025
Town Clerk Date

COMMITTEE REPORTS

Snowmobile Trails—Jacqui Grier reported that when grooming the trails, extreme caution is being taken when the trails cross lakes.

Town Buildings and Grounds- Doug Stobo had nothing new to report.

Recreation/Website/Campsite- Christy Wilt has been updating the website. When the Employee Handbook is updated, she would like the date to be placed on the updated pages. Supervisor Rhodes stated that this could be arranged.

Lake/Dam/Cemetery- Johnny Rajca stated that the lakes may not be safe.

Finance/Internal Management/Airport/Insurance- Chris Rhodes stated he had submitted a grant for the hanger extension as the first choice and a mower for the airport as the second choice.

Superintendent of Highways- Craig Small reported that the trails are being groomed when necessary.

Codes and Zoning- Mel LaScola was absent.

NEW BUSINESS: Supervisor Rhodes would like to advertise for the swimming instructors starting soon. The board agreed.

BILLS:

General Fund: Vouchers #37-48,53 for a total of \$92,854.86

Highway Fund: Vouchers#49-52 for a total of \$6,020.56

Supervisor Rhodes asked for a motion to accept the bills. The motion was offered by Johnny Rajca and seconded by Jacqui Grier. All members were in favor. Motion passed unanimously.

PUBLIC COMMENT:

Marie Buanno suggested sending the Swimming Instructors advertisement to Half Moon Beach, Piseco Lake Association, and Irondequoit Inn. The board felt this was a good idea.

The next meeting will be on February 3, 2025, at 5:00 p.m. Piseco School Meeting Room.