

Finance & General Government Committee Meeting

May 10, 2022

Members: Jaime Puccioni (Chair), Jessica Brennan, John Della Ratta, William McPartlon, Jason Moskowitz, Beth Greenwood, Alaina Finan, Janet Wynne, Seth Goldstein

Absent: John Della Ratta, Michele Martinelli, Diane Percy, Eric Amberger

Councilmember McPartlon made a motion to approve the minutes of the April 12th, 2022 meeting, seconded by Councilmember Moskowitz. The motion passed.

1) Items for Action

- a) **A discussion regarding certain budgetary modifications** - The Comptroller said we have no budget modifications at this time but we expect there will be some by the end of the month.
- b) **A Resolution to establish the standard workday for elected and appointed officials** – Janet Wynne reminded Councilmembers Moskowitz and Brennan that they still needed to complete their Records of Activity for State Retirement reporting purposes.
- c) **A Resolution to declare old telephones surplus and offer them for sale at auction** – Comptroller Greenwood that the expected completion date for the telephone system upgrade had changed from the end of this month, the having the Resolution done would allow us to be prepared to surplus the items when the transition was complete.
- d) **A Resolution appointing a permanent probationary accountant** – The Comptroller stated this was a current staff member that passed the required Civil Service exam.
- e) **A Resolution to authorize the Supervisor to sign the MOA to voluntarily recognize the Sr. Engineering Technician as a CSEA bargaining unit position** – Comptroller Greenwood explained that we were adding this position to give Water and Sewer Superintendent Matt Yetto more flexibility to fill a long time vacancy.
- f) **A Resolution to adopt the NY Government Finance Officers Association (NYGFOA) Code of Ethics** – Beth explained that the Association and its members hold themselves to very high standards and we want to formalize the standards for our department.
- g) **A Resolution to appoint alternate members to the Ethics Board** – No discussion.
- h) **A Resolution to adopt temporary adjustments to the Purchasing Policy** – Town Attorney Alaina Finan explained that Department Heads were struggling to make purchases due to significant price increases and that vendors are unable to hold quoted prices for any length of time. This tied the hands of the Department Heads when approvals are needed due to the current Purchasing Policy. She stated that she and the Comptroller discussed making temporary changes to the policy and explained those considerations to the Board. There was a discussion about the wording that should be included in the policy.
- i) **A Resolution authorizing the Supervisor to sign a Collective Bargaining Agreement with the Local Union 1130, County and Municipal Council 66 of AFSCME, AFL-CIO (Highway Union)** – Councilmember McPartlon requested a summary of the contract changes and Alaina Finan said she would get it out to the Board.

2) Referred from Public Safety

3) Referred from Public Works

4) Referred from Transportation

5) Referred from Community Programs

6) Referred from Economic Development

7) Added from the floor:

- a. **A Resolution adopting a Sick Bank Policy for non-represented employees** – The Comptroller said we'd like to mirror the CSEA White Collar Unit with the exception of limiting the leave to 120 days. There was a brief discussion regarding the administration of the policy.
- b. **A Resolution regarding a Remote Work Policy** – The Comptroller explained that we had a current need for the policy based on rising COVID cases within the Town workforce, rather than waiting another month or so for the Employee Handbook to be adopted.
- c. **A Resolution to change a job title** – Comptroller Greenwood said this would be from Confidential Secretary to the Supervisor to Director of Administrative Operations with no change in salary.
- d. **A Resolution to adjust Fund Balance transfer amounts for purchases** – The Highway Superintendent had obtained final prices for his intended 2022 equipment purchases and overall some additional funding is needed.
- e. **A Resolution hiring an additional Student Worker** – Systems Administrator Seth Goldstein explained the additional position would be to record some of the meetings since there are too many for one person to do.
- f. **A Resolution authorizing the Police Department to apply for the COPS (Community Oriented Policing Services) grant** – Chief Kochan explained that this may allow funding for additional officers in 2023 and discussed how it would work. The Chief has discussed the grant with the Comptroller and Sue Lombardi, the Town's Grant Writer.

Supervisor Puccioni made a motion to adjourn, seconded by Councilmember Brennan. The motion passed.

Respectfully submitted:

Janet Wynne

Confidential Assistant to the Comptroller