

The Town Board of the Town of Spafford assembled at the Town Hall, 1984 Route 174, Skaneateles, New York with Supervisor Webb A. Stevens presiding and the following Board members present: Councilor Rick Fesko, Councilor Ken Lieberman, Councilor Merrill Clark, and Councilor Jeff Ireland. The following Town Officer was present: Town Clerk Lisa Valletta.

Supervisor Stevens called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

#### COMPREHENSIVE PLAN PROJECT

Supervisor Stevens invited Ms. Kathy Adams to present her schedule for her project creating a draft Comprehensive Plan. Ms. Adams provided each Board member with a hand out detailing the schedule for the project and reviewed the various points.

Ms. Adams mentioned that funding may be available through New York State (NYS). The Department of Agriculture and Markets supports planning for farmland protection.

#### SENIOR CITIZEN PARKING LOT

The roots of a nearby willow tree grew into the drain pipe causing the clog. There was a discussion of how to prevent future obstructions.

#### TIME CLOCK

Councilor Clark noted the phrasing of Town Board Resolution 17-2009, Use Guidelines for Highway Time Clock, allowed for an employee to clock in at 6:59 a.m. and be paid from 6:00 a.m.

#### RESOLUTION 22-2009

##### Rescind Resolution 17-2009

On a motion by Councilor Ireland, seconded by Councilor Fesko the following resolution was PASSED

AYES – 5 – Stevens, Fesko, Lieberman, Clark, Ireland
NAYS – 0

Resolved to rescind Resolution 17-2009.

#### RESOLUTION 23-2009

##### Policy for Highway Time Clock Use by Highway Employees

On a motion by Councilor Ireland, seconded by Councilor Fesko the following resolution was PASSED

AYES – 5 – Stevens, Fesko, Lieberman, Clark, Ireland
NAYS – 0

Resolved to adopt the following policy for the Highway employees' use of the time clock:

##### Town of Spafford Policy for Highway Employee Time Clock Use

1. If the employee arrives late, the recognized start time for that employee's work day will be determined as follows:
  - a. 0 – 15 minutes late – lose ½ hour (one-half hour).
  - b. 16 – 59 minutes late – lose 1 hour (one hour).
  - c. Beyond 59 minutes late – payable time to commence at the employees time in.
2. The employee will lose one hour of time if he forgets to clock in upon arrival.
3. If the employee leaves the Spafford Town Highway Garage/Town Hall complex for personal time, he must clock out to leave and clock in upon his return. No personal business is to be conducted on Town time.

ASSESSMENT REVALUATION

Supervisor Stevens read a letter from NYS Office of Real Property Services (ORPS). The letter stated the contractor, Fitts Appraisal Services, experienced setbacks and the filing of the data has been delayed. An informational meeting has been scheduled for March 19, 2009 at the Spafford Town Hall at 7 p.m. Mr. Fitts, Mrs. Kim Stone-Gridley, and a representative from NYS will answer general questions from the residents. Notices of new assessment values will be mailed out the week of March 23, 2009.

EXECUTIVE SESSION

A motion to enter Executive Session for the discussion of negotiations with the Teamsters' Union was made at 8:45 p.m. by Councilor Ireland and seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

A motion to exit Executive Session was made at 9:00 p.m. by Councilor Ireland and seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

MOWING SPECIFICATIONS

The specifications for the 2009 mowing contract were reviewed. As authorized at the February 12, 2009 Town Board meeting, the Town Clerk will publish an advertisement for bids on the contract.

OUTDOOR WOOD BOILERS

Mr. Peter Lemke submitted a letter of concern regarding outdoor wood boilers. The Town Board recognized Mr. Lemke's concerns and explained regulation of the installation of outdoor wood boilers would be addressed in the new zoning ordinance which is currently being drafted.

ADJOURNMENT

On a motion by Councilor Lieberman, seconded by Councilor Clark the meeting adjourned at 9:30 p. m. The motion was carried unanimously.

Respectfully submitted by,

Next meeting to be held  
March 12, 2009 @ 7 p.m.  
@ Spafford Town Hall

Lisa M. Valletta  
Town Clerk  
Town of Spafford