

Village of Webster
Village Workshop Meeting
April 29, 2014

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

Present: Mayor Cahill, Trustee Ippolito Jr., Trustee Byerts, and Trustee Lancy
Absent: Trustee Balcaen

Village Board Business

Jamie Allman, Village Treasurer, updated the Board on resolutions that she learned about at a local NYS Retirement training event. Allman said the standard work day for the Building Inspector/ Assistant Superintendent of Public Works and the reporting resolutions for elected and appointed officials need to be updated and filed.

Will Barham, Code Enforcement Officer, discussed with the Board that he has received the recommended code updates and changes as proposed by General Code. Barham said the Board's decision on all the updates will be due by August 27, 2014. Barham supplied printouts of the updates to each Board member and said another workshop will be scheduled to review all of the information.

The Board reviewed the procedures for employee time cards and policy manual section 6-25 Performance Appraisals. They discussed that the working Forman would be responsible for performance appraisals. The Supervisor would then review and approve the appraisal. All salary increases would then be approved by the Village Board before the Organizational meeting.

Mayor Cahill discussed a letter from the Webster Citizens Action League which was mailed to tax exempt organizations in the Village.

Jake Swingly, Superintendent introduced to the Board, Kristen Fordham the summer intern from Brockport College. Kristen will engage in a college work study at the Wastewater Treatment Plant. The Board discussed her duties and welcomed her. Swingly also reviewed with the Board two employment positions he will be posting for the Public Works Department. Swingly said he is currently working with Monroe County Civil Service for appropriate job titles and then he will post the positions.

Adjournment

Motion was made by Trustee Ippolito and Seconded by Trustee Byerts to adjourn the meeting at 9:10 p.m., all were in favor and carried.

Josette Amalfi, Village Clerk

John J. Cahill, Mayor