

A Special Meeting of the Mendon Town Board was held at 4:00PM, Tuesday, August 12, 2014, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

PRESENT: John D. Moffitt, Supervisor  
Wayne H. Menz } Town Board  
Michael E. Roberts } Members

ABSENT: Cynthia M. Carroll and John E. Rooney

TOWN CLERK: James P. Merzke

OTHERS PRESENT: Sheldon W. Boyce, Jr., Town Attorney.

Supervisor Moffitt called the meeting to order at 4:00PM. The Pledge of Allegiance was recited.

AGENDA

(Resolution 14-198)

A motion was made by Mr. Roberts, seconded by Mr. Menz, to adopt the agenda as presented. Adopted: Mr. Menz, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT

No one from the public wished to comment

STANDARD WORKDAY FOR ELECTED AND APPOINTED OFFICIALS –ESTABLISH AND REPORT

(Resolution 14-199)

A motion was made by Mr. Roberts, seconded by Mr. Menz, to adopt the following: WHEREAS, the Town of Mendon, pursuant to Regulation 315.4, is required to establish by resolution, a standard work day for each elective or appointive office or position for reporting purposed to the New York State and Local Retirement System, and WHEREAS, such resolution shall indicate the number of hours prescribed as a standard work day for each such elective or appointed office or position, and the expiration of the term for each such office or position, NOW, THEREFORE, BE IT RESOLVED, that the standard workdays for elected and appointed officials for the purpose of reporting days worked to New York State Retirement System are as follows:

POSITION – HOURS – TERM EXP

Town Board Member – 5 days per month/7 hours per day\*

M. Roberts term expires 12/31/15; J. Rooney term expires 12/31/17

Highway Department Employees – 5 days per week/8 hours per day

Highway Department Employees are not elected or appointed.

R. Sherman, R. Keenan, G. Fox, J. Callerame, G. Loope, S. Way, B. Schreiber, J. Recktenwald, S. Schlesing, C. Kimball, A. Morrell, A. Caschetta, C. Whitney, B. Kjar.

Highway Superintendent – 5 days per week/8 hours per day

W. Smith term expires 12/31/15

Assessor – 5 days per week/7 hours per day

The Assessor is an appointed position.

J. LeGrett term expires 9/30/20

Justices – 2.5 days per month/7 hours per day

C. Briggs term expires 12/31/17; W. Fletcher term expires 12/31/15

Member of Environmental Conservation Board – 0.25 days per meeting/7 hours per day

Members of the ECB are appointed.

G. Morgan term expires 12/31/14; A. Nies term expires 12/31/15

Member of Planning Board – 0.25 day per meeting/7 hours per day

Members of the Planning Board are appointed.

D. Irvine term expires 12/31/18

Member of Zoning Board of Appeals – 0.25 day per meeting/7 hours per day

Members of the ZBA are appointed.

M. Palmer term expires 12/31/16

Supervisor – 5 days per week/7 hours per day

J. Moffitt term expires 12/31/15

Town Attorney – 3 days per month /7 hours per day

The Town Attorney is appointed.

S. Boyce term expires 12/31/15

Town Clerk – 5 days per week/7 hours per day

J. Merzke term expires 12/31/15

Town Hall Employees – 5 days per week/7 hours per day

Town Hall employees are appointed.

All terms expire 12/31/14

B. Toomey, T. Voorhees, M. Fletcher

Library Employees – 5 days per week/7 hours per day.

Library Employees are not elected or appointed.

L. Guenther, L. Day, A. Hills, C. Floeser, P. McIntyre

\*The Town Board has determined that the average work day hours for Town Hall will be based on the average number of hours worked in a week.

BE IT FURTHER RESOLVED, that the Town of Mendon will maintain an actual daily record of time worked for the elected or appointed official or that the official holding the office will record and submit to the clerk his or her work activities for a period of three consecutive months, and

FINALLY, BE IT RESOLVED, that for each elected and appointed official who has submitted a record of work activities pursuant to paragraph (i) of subdivision (a) of section 315.4, the total number of days per month to be reported will be based upon such record of work activities.

Adopted: Mr. Menz, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

No one from the public wished to comment.

**ADJOURNMENT**

*(Resolution 14-200)*

A motion was made by Mr. Menz, seconded by Mr. Roberts, to adjourn the meeting at 4:04PM.

Adopted: Mr. Menz, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.