

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
December 12, 2012**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Howell Sherman, Trustees; William Shepeluk, Municipal Manager; Joby Feccia, Waterbury Police Chief; Anne Imoff, ORCA Media; and Denise McCarty, Board Secretary.

Public: David Taube, Times Argus; Mark Alberghini (for partial meeting).

The meeting was called to order by P. Howard Flanders Village President at 7:03 pm.

Public – There were no comments from the public at this meeting.

Approval of Meeting Minutes

N. Howell Sherman made a motion to accept the meeting minutes as presented for the following meetings: November 14, November 23, December 3, December 4, and December 6. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Update Trustees on Meeting with DEC Commissioner on Phosphorus Removal

W. Shepeluk met with David Mears, Commissioner of the Department of Environmental Conservation, last week to discuss the options. Currently, the Village is operating under a 1272 Administrative Order to continue operating even though the Village is not meeting the environmental requirements for phosphorus treatment at this time. W. Shepeluk gave a historical overview of the situation. W. Shepeluk received a report from Stantec Engineers. They recommended using a "CoMag process" for phosphorus removal. The current project is estimated to cost over \$6.7 million dollars. W. Shepeluk's recommendation to the Water Commissioner is to move forward with this project and notify the voters of a Bond vote in March 2013. Discussion followed. No action was taken at this time.

Brief the Trustees on Personnel Policy on Vacation and Sick Leave accrual and tracking of use, and how 8 hour versus 10 hour days are handled

W. Shepeluk reviewed the general Personnel Policy and the Police Union contract with the Board members. Vacation is credited to employee accounts on the anniversary of their start date. Employees that use vacation time or sick time would put it on their time card, the time card gets approved by W. Shepeluk and then the office tracks the amount used and balances appear on each employees pay stub. Discussion followed. If Police Officers take a day off, they get 10 hours taken out of their leave bank because ten hours is a normal work day for them. Everyone gets 8 hours of sick time per month. In the police contract they can accrue up to 240 hours of sick time. There is a limit of how much sick leave you can carry over. W. Shepeluk said that an administrative priority in 2012 is to get the personnel policy updated. No action was taken at this time.

Review Police expenditures vs. Budget for 2012 and estimated income and draft expenses for 2013 Police Budget

W. Shepeluk reviewed the 2012 Budget Report, the Proposed 2013 Budget, and the Police Department Budget. Line items were reviewed. Discussion followed. W. Shepeluk stated that there needs to be at least one more meeting before the end of the year. W. Shepeluk stated to the Board that whatever the deficit is for the operating year, we have up to \$40,000 approved to allocate from the CIP fund to the general fund. P. Flanders commented that he would like the CIP information and then think about it before making a decision. There is no time limit to make a decision at this time. No action was taken at this time.

November Police Chief's Report

Chief J. Feccia reviewed the Waterbury Police Department summary of events in November. He also gave an update on the new cruiser price quotes and vehicle make and model options. There is an option for a "prep package" from the factory for \$2,900 to have some lights and wiring installed in the factory prior to getting the vehicle. Chief J. Feccia discussed some other options for new cruisers and the condition of the current cruisers. The Board is already authorized by the voters to spend up to \$35,000 for a new police cruiser out of the Capital Improvement Fund. Discussion followed. No action was taken regarding the purchase of the cruiser at this time. Chief Feccia reviewed the itemized traffic citations and fine reports for the year. P. Flanders asked Chief Feccia to provide traffic citation summaries once per month to the Board. No action was taken.

Other Business – W. Shepeluk discussed the hiring process policy that Chief J. Feccia currently uses. This policy is very lengthy. No action was taken at this time and the policy was not circulated.

Requests to use Rusty Parker Memorial Park – Requests will be reviewed and discussed at another meeting. No action was taken.

Adjournment

A motion was made by L. Sayah to adjourn the meeting The motion was seconded by N. Howell Sherman. The motion was passed unanimously. The meeting adjourned at 10:01 pm.

Respectfully submitted,

Denise McCarty
Board Secretary

Approved on: Dec 27, 2012

P. Howard Flanders
P. Howard Flanders

Lawrence Sayah
Lawrence Sayah

Natalie Howell-Sherman
Natalie Howell-Sherman