

May 27, 2008

A Special Workshop Meeting of the Town Board of the Town of Greenwich, Washington County, New York was held at the Town Office Building, 2 Academy Street, Greenwich, New York on Tuesday, May 27, 2008 at 7:00 p.m. This meeting was called to develop an Employee Handbook as well as any other business that may come before the Board.

PRESENT:	Donald Wilbur	Supervisor
	Bob Jeffords	Councilman
	Steven Patrick	Councilman 7:45
	George Perkins	Councilman
	Eric Whitehouse	Councilman 7:26

Others Present: Elaine Kelly, Kellie Blake, Stanley Mattison, Ken McPhail, Phil Woodward, Randy Sloan and Jon Perkins.

Dispensing with formalities, Supervisor Wilbur opened the meeting.

Clerk to the Supervisor Kellie Blake distributed the 2nd draft of the Employee Handbook for discussion. The Town has never had an Employee Handbook and the purpose was to have all benefits listed in one place for the ease of the employees as well as make benefits consistent for all employees (highway vs. office).

The Board did a thorough page by page review. Some of the proposed changes include, but are not limited to, replacing Lincoln's Birthday with a floating holiday, changing sick time and personal time to hours vs. days and granting sick time and personal time to full time office workers.

Councilman Perkins thanked the highway department employees for taking the time to come and share their input.

Supervisor Wilbur asked how the paving was coming. It will begin next week. The Agreement to Spend Highway Funds may have to be amended at the June meeting as plans on which roads to pave have changed.

Motion by Councilman Patrick
Seconded by Councilman Perkins

and passed unanimously by said Board,

that the meeting be adjourned at 9:48 P.M.

Respectfully submitted,

Elaine A. Kelly, RMC, CMC
Town Clerk