

CWC POLICY COMMITTEE

DECEMBER 6, 2016

MINUTES

Present: James Eisel, Robert Pelham, Michael Triolo, Alan Rosa, Michael Meyer (NYCDEP), Berndt Leifeld, Tina Mole, Mark McCarthy, Michael Brandow

Excused: Thomas Snow (NYSDEC)

Others Present: Tim Cox (CWC), Jim Martin (CWC), Diane Galusha (CWC), John Mathiesen (CWC) Wayne Marshfield, Martin Donnelly, Rich Parete, Tom Hynes, Dean Frazier (Delaware County Watershed Affairs), Molly Oliver (Delaware County Watershed Affairs), Bruce Dolph (Coalition of Watershed Towns), Alicia Terry (Schoharie County Planning)

I. Call to Order at 10:21 am

II. November, 2016 Minutes unanimously approved upon motion of Michael Brandow and second by Mark McCarthy

III. Proposed Personnel Policy Change

**Underlined is proposed change**

**~~Strikethrough is proposed deletion~~**

8. Annual Leave – Accrual and Use

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**For years 1 through 14 of employment,** annual leave accrues at the rate of 4.6154 hours per bi-weekly pay period (15 days per year). **Upon an employee's anniversary [hire date], annual leave accrue at the rate of 6.1538 per bi-weekly pay period (20 days per year).** ~~at CWC shall receive an additional 5 days of leave annually on the anniversary of their hire date.~~ Annual leave may be used at any time after the first six-month period and may be accumulated from year to year up to a maximum carry over of 21 days. All employees are reimbursed for unused annual leave at the salary rate he/she is earning at the time of termination of employment.

A medically documented illness occurring during an annual leave period may be covered by utilizing sick leave for those days that the employee was ill during the annual leave, subject to the discretion and approval of the Executive Director.

All annual leave must be approved in advance by the Executive Director **(or his/her designee)**.

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Tim Cox explained that the change was to clarify the accrual rate for employees. Upon question from Berndt Leifeld, Alan Rosa indicated that 8 employees had been with CWC for over 15 years. Upon

motion of Tina Mole and second by Mark McCarthy, Committee unanimously recommended CWC Board approve the change to CWC Personnel Policy.

IV. CWC Board Election Update

Tim Cox stated that ballot letters were mailed to watershed towns in Ulster and Schoharie Counties and were due back to CWC by Friday, February 3<sup>rd</sup>.

V. Other

At Alan Rosa's request, Tim Cox provided a brief update on current Filtration Avoidance Determination negotiations, including current status of Watershed Regulation amendments, an expanded CWC Small Business Septic Program, and update SEQRA review of land acquisition in certain towns.

VI. Next Meeting scheduled for January 3, 2017

VII. Adjourned at 11:00 am