Town Board Meeting Minutes
Date: February 23, 2026

Attendees
JoAnne Freeland, Nate Woodruff, Bryan Snyder, Cash Davison, Danyelle O'Brien, Dennis George, Julie Phillips

Call to Order
The meeting was called to order at 6:00 PM with the Pledge of Allegiance.

Cash was administered the Oath of Office as Almond Town Council person.

Discussion regarding Henderson Road and Plowing.

Workshop regarding Highway Superintendent job description and employment agreement.

- Salary discussed
- Using this year's Teamsters Contract hourly wage – straight time salary for the Superintendent would be starting salary of $65,000.00 with yearly increases
- Suggestion of flexible hours in the winter. Comp time? Salary-no sick time
- Agreement – minimum hours expected.

Employment agreement can be negotiated with successful candidate.

- 4 – 10 hours day in summer, possible 5 – 8 hour days in winter. Winter is at Town Board discretion. Call-in pays 4 hours.

Health insurance

- Enrollment in Teamster's insurance – XX% shared expense or a cash out incentive of $XX in lieu of Teamsters insurance. Negotiable with candidate.
- Opt in/out renews at anniversary date. If leaving employment, buy out is pro=rated.

Sick Time

- New York State mandates 40 hours of paid sick time per year.
- Use it – no payout.

HRA

- Required for high-deductible plans.
- Mandated contribution amount?

Sick time 40 hours a year. Accrued up to 80 hours.
Vacation – certain amount each year with no buy out of unused time or roll over? Use full week, not various days.
Personal days – none
Holidays same as Teamsters

Jury Duty – same as Teamsters

Severance –

- Vacation time generally must be paid – 40 hours
- 30-day notice required or severance will be forfeited
- Termination – no severance
- Non – reappointment - payout

Schedule and availability

- Allowing flexibility but need to be on call for emergency responses
- Need to have a working cell phone with service or a landline
- Secondary employment at the discretion of the Board and cannot interfere with duties
- 6-month probationary position

Commercial Class B driver license minimum, Class A preferred
Association Meeting attendance expected
Vehicle and Equipment use – no personal use
Grievance
Budget

Employment agreement to be reviewed by Board

Emergency purchasing
Physical requirement

Start interviewing March 17, 2026

Post in papers, County, Facebook

Harassment training upcoming. Town and Village employees will attend; others will be taking part either with their employers or online.

Discussion about an agreement with Wayne to step in the Superintendent position temporarily for additional pay.

If Wayne is agreeable, a Resolution will be presented at the next meeting.

8:09 pm Nate motioned to adjourn with a 2nd by Jo-Anne