

**TOWN OF PLATTSBURGH
TOWN BOARD WORK SESSION
MAY 27, 2008**

During the regularly scheduled work session resolutions 08-179 was brought to the table for further discussing and action as noted by the minutes.

	<u>Present</u>	<u>Absent</u>
MEMBERS: Bernard C. Bassett, Supervisor	X	
Martin D. Mannix, Councilperson	X	
Thomas E. Wood, Councilperson	X	
Sheila A. Brockway, Councilperson	X	
Gerard A. Renadette, Councilperson	X	
Amy L. Duquette, Town Clerk	X	
James J. Coffey, Town Attorney	X	

RESOLUTION NO. 08-179

Oversight of Compensated Lost Work Time

Motion by:	Martin D. Mannix	Seconded by:	Sheila A. Brockway
Carried by:	Ayes 5	Nays	0

WHEREAS, supervisory responsibilities and accountability for work hours and duties has been discussed; and

WHEREAS, oversight of staff and employees requesting compensated lost time (time off, sick time, etc.) is currently the responsibility of each Department Head; and

WHEREAS, in certain departments supervisory staff may be better able to more closely and accurately track the work hours, requests and department needs; therefore be it

RESOLVED, that Department Heads, with the Town of Plattsburgh Supervisor’s approval, be allowed to authorize a designee(s) from their supervisory staff and office staff the signatory authority for compensated lost time and official timesheets for department employees within their supervisory jurisdiction.

Discussion: Councilor Renadette questioned the unions position on the resolution. Dave has contacted them and they have no problem with it. Supervisor Bassett has contacted the Town's labor attorney who has no concerns with the resolution.

There was discussion about potential problems with to many people being responsible for supervision and it was noted that there would be only one person for the field and one for the office recommended by the Department Head and approved by the Town Supervisor. Without a Deputy in the WWW Department, who can act in the absence of the Department Head, there is a management gap. It was also discussed that the Department Supervisors would have better knowledge of employee attendance and job site needs when request were made for time off. Mr. Bassett commented that ultimately the Department Head is still responsible for his/her Department and to manage employees but, in certain situations, this resolution would make those decisions more effective. It was also discussed that not all Departments have a need to utilize the supervisory option.

Respectfully Submitted,

Bernard C. Bassett, Town Supervisor