

**Saratoga County Water Authority
Minutes of the February 23, 2012 Meeting of the
Saratoga County Water Authority Personnel Committee**

Greg Connors called the meeting to order at 2:17 p.m. The meeting was held in the board room at the Saratoga County Municipal Complex, Building One. Also in attendance were Subcommittee Member Mary Beth Hynes, Acting Executive Director Edward Hernandez and SCWA Special Counsel Craig Crist. The first matter discussed was the review and acceptance of the February 9, 2012 minutes and all prior minutes of the SCWA's Personnel Subcommittee not heretofore adopted, in that the Subcommittee meeting minute binder was presented at the meeting. Connors made a motion to accept same, seconded by Hynes, which passed unanimously.

Hernandez disseminated a memo concerning an issue concerning an employee's deferred compensation account. He reviewed the issue. When asked by Connors as to whether the matter was resolved yet, Hernandez answered in the affirmative and the matter was therefore closed.

The next matter that was discussed was Hernandez's recommendation that there be a 2% cost of living increase for all employees retroactive to January 1, 2012. Hernandez said that he recommends this 2% increase to apply "across the board" for all employees with one or more years of continuous service. Hernandez noted that same was factored into the approved budget. The committee agreed and will recommend this increase at the regular meeting.

Hernandez also presented proposed personnel policy changes. He said that he has discussed same with Kevin King, SCWA Treasurer, who said was in agreement with same. Changes were as proposed to pages to 34 and 35 of the Personnel Policy. These changes include the following:

1. Payment of compensatory time in lieu of overtime to the extent that it is allowed by applicable law (Crist to research);
2. Allowing the carryover of compensatory/flex time into the next year at a maximum of 80 hours;
3. With employees of years of service of 1-4 increasing the maximum days per year of vacation to 10 and eliminating the SCWA 's reservation of the right as contained in Subparagraph H, page 35 to provide the benefits as detailed therein;
4. To allow new employees to use their vacation time as it accrues;
5. Allowing of the rolling over of up to the maximum days per year listed in Subparagraph H of the years of service.

The PSC agreed to recommend that aforementioned changes to the Board at the regular meeting. The Board unanimously resolved to close the meeting at 2:44 p.m.

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