

January 16, 2012

ONTARIO TOWN BOARD WORKSHOP

A workshop of the Ontario Town Board was called to order by Supervisor Robert Kelsch at 7:00 p.m. in the Ontario Town Hall. Present were Supervisor Robert Kelsch, Council members: Jason Ruffell, Lori Eaton-Smith, Frank Robusto and Michael Melino.

Two members of the public were present

Mr. Melino led the pledge of allegiance.

New Business

Workshop Items

1. Employee Handbook update – Mr. Kelsch made note of some difficulties encountered with the MS Word document that contained the Employee Handbook revisions to date. All that had been done up to this point had to be re-done. Work on the Handbook is currently dealing with Section 500.

It remains the goal of the Board to complete the project by mid-2012. Final red-line copy and completed section will start being sent to the Board members by early February.

2. Councilman Ruffell lead a discussion regarding the Planning Board, Zoning Board of Appeals and the town board getting together for their annual joint meeting. March 5th was proposed as a date. Proposed subject for that joint meeting Land Development Regulations and the Town of Ontario Comprehensive Plan update.
3. A possible Business Improvement District project was discussed. Councilman Ruffell will keep the Board informed.
4. The following is a list of potential future workshop topics.
 - Harris Software – Paul Liess
 - Electronic Bill Paying – Frank Robusto
 - Water Dept. new composting technology – Lori Smith
 - Library – Long Range Outlook / Future look of a library – Lori Smith

Executive Sessions

A motion was made by Mr. Ruffell, seconded by Mr. Robusto to **move into executive session at 8:38 pm for the purpose of discussing a personnel matter involving a specific individual.** 5 Ayes 0 Nays
MOTION CARRIED

Reconvene – 9:19 p.m.

Adjourn

A motion was made by Mr. Melino, seconded by Mr. Ruffell, **to adjourn at 9:20 p.m.** 5 Ayes 0 Nays
MOTION CARRIED

Respectfully submitted,

Robert J. Kelsch
Ontario Town Supervisor

The above minutes will become official upon approval of the town board.