

Village of Webster
Village Workshop Meeting
January 5, 2016

Webster Community Meeting Hall
29 South Avenue
Webster, NY 14580

Present: Mayor Cahill, Trustee Balcaen, Trustee Ippolito Jr., Trustee Byerts, and Trustee Lancy

Village Board Business

The payroll processing within the office will be discussed with Trustee Ippolito Jr., Office Liaison. There are four employees and each has a particular step in the process. It was determined that each step of the process will be documented so the process could be reviewed and finalized.

Peter Elder, Friends of Webster Historic Preservation said he would like to postpone the discussion regarding the reconstruction and location of the freight depot until the next workshop in February. Mr. Elder said he would like to find out more information from Matt Chatfield, Executive Director of Webster Economic Development Alliance. Mr. Elder also said that the disassembled wood is all inside the buildings at the Well Fields except for the large pieces which are covered by tarps.

Trustee Byerts discussed the need for wireless surveillance because of a couple of incidents which happened in the office regarding customers. Trustee Byerts said we did discuss this before but we should be proactive. He said he will continue to look into this and update the Board.

The next discussion was in regards to Cyber Insurance and a quote and package was written up by Kevin Smith, from Gerard P. Smith Insurance. The Board felt perhaps this was not needed at this time.

The next discussion was in regards to IT Services and three companies were contacted for information regarding proposals for managed day to day computer support for the Village. Trustee Ippolito said that a scope of services or a spec should be put together and sent out as a RFP so everyone is on the same page with what kind of support we need and the number of computers or laptops we have to be serviced are all the same number.

Mayor Cahill also said he contacted Supervisor Ron Nesbitt from the Town of Webster and they are not able to help the Village with IT shared services at this time. Mayor Cahill also said he is still waiting to hear from the School District regarding IT shared services.

The County of Monroe was also informed regarding the possibility of IT shared services with the Village and they will contact the Village by mid January.

Executive Session

Motion Trustee Ippolito Jr., and Seconded by Trustee Balcaen to enter into executive session at 8:00 p.m. to discuss the potential promotion or demotion of a particular person or persons, all were in favor and carried.

Motion by Trustee Lancy and Seconded by Trustee Byerts to exit from executive session at 9:15 p.m., all were in favor and carried.

Adjournment

Motion Trustee Balcaen and Seconded by Trustee Ippolito Jr., to adjourn the meeting at 9:18 p.m., all were in favor and carried.

Josette Amalfi, Village Clerk

John J. Cahill, Mayor