

GAINES SPECIAL TOWN BOARD MEETING  
APRIL 18, 2016

PRESENT: Carol Culhane ----- Supervisor  
James Kirby ----- Councilperson  
Richard DeCarlo Sr. ----- Councilperson  
Mary Neilans ----- Councilperson  
Susan Smith ----- Councilperson  
Andrew Meier ----- Attorney for the Town

OTHERS PRESENT: Marlene DeCarlo, Ray Burke, Larry Williams, Sharon Harding

Supervisor Culhane called the meeting to order at 6:30pm. with the pledge of allegiance to the Flag.

Motion by Councilwoman Smith and seconded Councilwoman Neilans to go into executive session for Medical, financial, credit or employment history of a particular person or corporation, or relating to appointment, promotion, demotion, discipline or removal. All ayes.

Motion by Councilwoman Smith and seconded by Councilman DeCarlo to go out of executive session. All ayes.

Motion by Councilwoman Smith and seconded by Councilman DeCarlo to appoint Sharon Harding to replace retiring Town Clerk Klatt effective May 14, 2016. All ayes.

Motion by Councilwoman Smith and seconded by Councilman DeCarlo to form an Ad-hoc committee for the revision of the zoning ordinances. All ayes.

Motion by Councilwoman Smith and seconded by Councilwoman Neilans to go into executive session for discussion relating to proposed, pending or current litigation. All ayes.

Motion by Councilwoman Smith and seconded by Councilman DeCarlo to go out of executive session. All ayes.

Motion by Councilman DeCarlo and seconded by Councilwoman Neilans to review the employee handbook nepotism section. All ayes.

Be it resolved Section 14 of Town of Gaines employee handbook be changed to the following: EMPLOYMENT/APPOINTMENT OF RELATIVES (NEPOTISM)  
Town government requires the establishment of policies regarding the employment of immediate family and members of the same household in order to avoid conflicts of interest or the perception of favoritism and to assure and maintain accountability.

The Immediate Family or any member of the same household of current Town of Gaines employees will not be employed by the Town of Gaines under any of the following circumstances:

- 1) When one of the parties would have authority or practical power to supervise, appoint, remove, influence salary or compensation decisions or discipline the other;
- 2) When one party would handle confidential material that creates improper or inappropriate access to that material by the other;
- 3) When one party would be responsible for auditing the work of the other; or
- 4) When other circumstances exist that might lead to potential conflict among the parties or conflict between the interest of one or both parties and the best interests of the Town of Gaines.

Motion to adjourn at 7:50pm by Councilwoman Smith and seconded by Councilman Kirby. All ayes.

Respectfully Submitted

Carol E. Culhane