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Town of Morehouse
Employee Handbook Workshop Meeting Minutes
6:00PM, August 27th, 2026

The Employee Handbook Workshop Meeting for the Morehouse Town Board was called to order by Anthony Fernandez at 6:00pm on August 27th, 2026. In the continuation of the Employee Handbook Workshop Meeting on August 21st, 2026. Supervisor Fernandez opened the meeting by leading the Town Board members and members of the public in the Pledge of Allegiance.

Members Present:

William Uebele

Sonya Devuyst

Brian Taylor

MaryAnn Mosher

Town Supervisor: Anthony Fernandez

Town Clerk Deputy: Brianna Bellidoro

Members Absent:

None

Members of the public:

None

Supervisor Fernandez opened the meeting to the public for comments and questions.

None of the public was present.

Supervisor Fernandez closed public commentary.

Drug Testing- No changes needed. Clarification was discussed on the necessity of a doctor's note for prescription medication.

HANDBOOK:

Supervisor Fernandez made changes to the handbook based on what was discussed at the meeting prior.

Overtime- Must be approved prior. Payment will be received from when the call is received to when the employee gets home. Time travel is covered. Employees can only receive overtime if their 40 hour requirement is met.

Meal Breaks- The supervisor must make every effort to ensure the employee is able to take their break. If an employee is unable to, they will receive 30 minutes of overtime.

Town Vehicles- the supervisor is responsible to ensure that the employees are corresponding with the applicable DOT motor vehicle regulations.

Clean Indoor Air Act- No smoking or vaping in or near town buildings and vehicles.

Sick Leave- It is not necessary to inform the department 5 days in advance. Only approval of the department head is needed. Maximum of 720 hours.

Compensatory Time- Employee is approved for up to 40 hours of comp time. Cash will not be offered but can be rolled over into the next year.

Vacation Time- Vacation credit will start accruing immediately upon hiring. Employees must wait until 6 months from their employment date to gain access to PTO. Accruement based on one day a month, 12 days by the end of the year. Employees can bank up to 240 hours that will roll over into the next year if unused. If an employee

resigns before using their vacation time, they will be compensated via check at the end of employment. If an employee is let go, they do not receive this compensation and vacation time will be lost.

Personal Leave- Part time, temporary, and seasonal employees are not applicable. One year from the date of employment, full time employees will be allotted 5 days of personal leave per year.

The Town Board has accepted these changes. A resolution will be presented at the September 8th, 2026 Town Board Meeting.

Supervisor Fernandez opened the meeting to the public for comments and questions.

None of the public was present.

Supervisor Fernandez closed public commentary.

OLD BUSINESS:

Town Water Wells / Drinking Water - Supervisor Fernandez met with Amber Water Supply to further inspect the water at Town Hall, Town Garage, and the Rec Center. The water at Town Hall and the Town Garage have failed the inspection due to iron levels, salt contamination, and bacteria. The Rec Center water was deemed safe but needs further testing for public use. Possible solutions were presented. There will be further discussion on this during the September 8th, 2026 Monthly Town Board Meeting.

Town Museum / Town Hall Porch & Siding - Projects will be paused until the water situation is rectified.

Camera insulation - Foresight quoted $10,000 to install cameras at the Town Hall, Town Garage, Rec Center, and Fire House.

Maryann Mosher made a motion to go into Executive Session, Personnel Issue. Sonya DeVuyst Seconded it. Motion carried

AYES	NAYS	ABSENT
William Uebele	None	None
Sonya Devuyst		
Brian Taylor		
MaryAnn Mosher		

Brian Taylor made a motion to reconvene. Seconded by William Uebele. Motion carried. No action was taken during the executive session.

AYES	NAYS	ABSENT
William Uebele	None	None
Sonya Devuyst		
Brian Taylor		
MaryAnn Mosher		

William Uebele made a motion to adjourn. Maryann Mosher Seconded it. Motion carried.

AYES	NAYS	ABSENT
William Uebele	None	None
Sonya Devuyst		
Brian Taylor		
MaryAnn Mosher		

Truly written by

Brianna Bellidoro

Town Clerk Deputy