



GRAFTON TOWN BOARD ORGANIZATIONAL MEETING
January 9, 2023 – 6:30PM
Grafton Town Hall – 2379 NY RT 2, Grafton NY 12082

The meeting was called to order at 6:30PM by Supervisor Gundrum with the Pledge of Allegiance

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Present
COUNCILMAN PIERCE HOYT – Present
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Present
SUPERVISOR INGRID GUNDRUM – Present

Also, in attendance: James Goyer Sr., Kim Bacon, David Buckley, Donna Baldwin, Leanna Sweet, Rebecca Greene, George & Estelle Hovnanian, Mark Gilchrist, Tom Withcuskey, Jarod Bouchard, Phil Danaher, Tamara Palmateer, Nancy La Rocque, John Munn, John Oliver, Rose Pomeroy and Erika & Charles Douglas

SUPERVISOR GUNDRUM announced the following:

SUPERVISOR'S COMMITTEE APPOINTMENTS – Held

FIRE & RESCUE SQUAD:
PARKS & CEMETERIES:
HIGHWAY:
BUILDINGS & GROUNDS:
STREET LIGHTING:
RECYCLING:
INSURANCE:
EMPLOYEE BENEFITS:

SUPERVISOR'S APPOINTMENTS

TOWN BOOKKEEPER: Wendy J Ashley
DEPUTY SUPERVISOR: Lisa Dooley
TOWN HISTORIAN: Anne Kiley

TOWN CLERK APPOINTMENTS

Deputy Town Clerk – Rebecca L Greene
Deputy Registrar – Rebecca L Greene

The following Town Board Resolutions were introduced and voted on as indicated:

MOTION AND RESOLUTIONS

RESOLUTION #1 OF 2023: THAT THE TOWN BOARD OF THE TOWN OF GRAFTON DOES (A) CONFER THE BENEFITS OF SECTION 18 OF THE PUBLIC OFFICERS LAW OF THE STATE OF NEW YORK UPON THE EMPLOYEES OF THE TOWN OF GRAFTON AND (B) WILL THEREAFTER BE HELD LIABLE FOR THE COST INCURRED UNDER THE PROVISIONS OF SECTION 18.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #2 OF 2023 Appointing Philip J. Danaher as the Attorney to the Town of Grafton effective 1/01/2023 at the rate of \$12,000.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #3 OF 2023 Appointing Victoria Burdick as Dog Control Officer for the Town of Grafton effective 1/1/2023 at the rate of \$3,000.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #4 OF 2023 Appointing Helen Hemendinger as Clerk to the Assessor effective 1/1/2023 at the rate of \$10,900.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #5 OF 2023 Appointing Thomas Withcuskey as Planning Board Chairperson for the Town of Grafton effective 1/1/2023 at the rate of \$1,500.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #6 OF 2023 Appointing Linda Laveway as Planning Board Secretary for the Town of Grafton effective 1/1/2023 at the rate of \$1,000.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #7 OF 2023 Appointing Art Surprise as Planning Board Member for the Town of Grafton effective 1/1/2023 – 12/31/27 at the rate of \$781.25 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #8 OF 2023 Naming the Eastwick Press (when available) and the Advertise as the

official papers for the Town of Grafton effective 1/1/2023

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #9 OF 2023 Appointing Jolene Crandall as the Court Clerk for the Town of Grafton effective 1/1/2023 at the rate of \$7,500.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #10 OF 2023 Appointing Thomas Withcuskey as Building & Code Enforcement officer for the Town of Grafton effective 1/1/2023 at the rate of #16,480.00 annually as per the 2023 Budget

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #11 OF 2023 ESTABLISHING A PETTY CASH FUND OF **\$150.00** FOR THE TOWN CLERK.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 - 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #12 OF 2023 ESTABLISHING A PETTY CASH FUND OF **\$100.00** FOR THE

RECYCLING CENTER.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #13 OF 2023 ESTABLISHING A PETTY CASH FUND OF **\$100.00** FOR THE TOWN JUSTICES.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #14 OF 2023 Establishing a Petty Cash Fund of **\$300.00** for the Highway Department

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #15 OF 2023 ESTABLISHING THE MILEAGE REIMBURSEMENT RATE AT **65.5 CENTS** PER MILE.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #16 OF 2023 Establishing a **\$35.00** charge for all returned checks to the Town of

Grafton for Insufficient Funds.

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #17 OF 2023 Setting the Date and Time for the Town Board Meeting for the 2nd Monday of each month at 7:00PM except for October (to be held Wednesday, October 11, 2023), as per attached schedule.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #18 OF 2023 Naming Pioneer Commercial Bank as the Depository for the Town of Grafton.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #19 OF 2023 Naming Amsure Insurance as Agent for the Town Medical Insurance.

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #20 OF 2023 Authorizing the payment of all Elected Town Official as established

in the 2023 Budget.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #21 OF 2023 Accepting the Town of Grafton Investment Policy as outlined in Section 27 of the Code of the Town of Grafton.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #22 OF 2023 Accepting the Town of Grafton Procurement Policy as outlined in Section 46 of the Code of the Town of Grafton.

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #23 OF 2023 Authorizing the Town Supervisor to open competitive bids involving Public Works and Purchase Contracts required to be advertised as stated in General Municipal Law 103(2).

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #24 OF 2023 Authorizing the payment of Utility and Insurance Bills prior to

Audit.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #25 OF 2023 Authorizing the Deputy Town Supervisor signature on Town checks in Emergency Situations.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #26 OF 2023 Adopting the Town of Grafton 2022 Fee Schedule as the Town Fee Schedule as of 1/1/2023

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #27 OF 2023 Authorizing the Pay of Full-Time Hourly Employees, Part-Time Hourly Employees and Appointed Employees as per the Town of Grafton 2023 Budget.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #28 OF 2023 Authorizing the Grafton Highway Superintendent to enter into a

Memorandum of Agreement with all Rensselaer County Towns and the County of Rensselaer for the sharing and use of Equipment and Man Hours.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

RESOLUTION #29 OF 2023 Authorizing one-time payments to the VFW and the Grafton Fire Department after the receipt of Taxes.

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry
Motion Carried 4 – 0

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Yea
COUNCILMAN PIERCE HOYT – Yea
COUNCILMAN FRANK LEWANDUSKY – Absent
COUNCILWOMAN JODI DESCHAIINE – Yea
SUPERVISOR INGRID GUNDRUM – Yea

Motion to Adjourn at 6:57PM made by Supervisor Gundrum, seconded by Councilwoman Deschaine – Motion Carried 4 – 0

Respectfully Submitted

Victoria E Burdick

Victoria Burdick
Town Clerk

Town Board Meeting Schedule for 2023

Grafton Town Hall – 2379 Route 2, Grafton NY

All meetings will be held on the 2nd Monday of the month at 7 PM unless otherwise stated.

January 9th – Organizational Meeting – 6:30PM

January 9th

February 13th

March 13th

April 10th

May 8th

June 12th

July 10th

August 14th

September 11th

October 11th Wednesday

November 13th

December 11th

December – Year End Meeting – **6:30PM**

**** Workshop Meetings will be scheduled as needed ****

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