



GRAFTON TOWN BOARD MEETING

April 12, 2021

Meeting was called to order at 7:04PM by Supervisor Gundrum with the Pledge of Allegiance

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Present

COUNCILWOMAN JODI DESCHAINED – Present

COUNCILMAN JEFF WAGAR – Present

COUNCILMAN FRANK LEWANDUSKY – Present

SUPERVISOR INGRID GUNDRUM – Present

Also in Attendance – LeAnne Sweet – Grafton Library, Amy Durham – Deputy Town Clerk, John Oliver & Alex Bassey – Board of Ethics, Donna Baldwin, Josef Allain, Sharon Leece, & Jeremy Gosse – Grafton Rescue Squad, Doug Larocque – Eastwick Press, Erika Douglas – Secretary to Supervisor, Chuck Douglas – B.A.R, Tom Withcuskey – Buildings & Code Enforcement, Jarod Bouchard – Highway Superintendent, Kayla Stetson – Dog Control Officer, Phil Danaher – Town Attorney, Becky Greene – Town Justice, David Buckley, Ann Calabro, Mark, Andy Crandall, Tammy Beaudry, Jolene Crandall, Keith Sweet, Mr & Mrs Doug Pratt, Linda Lavaway, James Goyer Sr., Rynard Gundrum Jr., Cathy Goyer, & Tamara Beal – Grafton Lakes State Park

Review & Approval of Minutes – Motion to accept Minutes from March 1, 2021 Workshop, March 8, 2021 Town Board Meeting & March 22, 2021 Workshop/Special Meeting made by Supervisor Gundrum, seconded by Councilman Lewandusky Motion Carried 5 – 0

Reports/Remittances from Departments & Town Committees

Supervisor – Available upon request - \$377,000 in Trust & Agency is “Fake Money”, hopefully new accounting system will update/correct the issue – Sales Tax Revenue for 1st quarter up 16%

Town Clerk – Attached – Motion to accept Town Clerk Report made by Supervisor Gundrum, seconded by Councilwoman Deschaine – Motion Carried 5 - 0

Highway Superintendent – Winter equipment has been maintained and put away, grading and cleaning roads up, got a quote for paving Josh Hall Pond Road

Assessor – Attached

Buildings and Code Enforcement – 7 building permit YTD, 2 New House construction permits, Burn Ban until May 14, 2021

Rescue Squad – Attached

Dog Control Officer – Couple Running @ large – Animal Welfare check – Discussion on collecting fees – will be followed up on

Youth – Attached – Excellent turn out for Easter Egg Hunt, Applications for Summer Youth Program attendees and Counselors are now being accepted

Grafton Community Library – 520 Books, 424 Ebooks, 281 patrons, Run For The Roses scheduled for August 19, 2021 & New alarm system installation is complete

Grafton Lakes State Park – Celebrating 50th Year, Doing an Art Gallery with photos & videos of memories for the last 50 years – Public welcome to send their memories to the park

Merry Makers – No activities planned – Suggested that possibly the Town sponsoring an activity for the Seniors

New Business:

- Marijuana Regulation & Taxation – Town needs to decide by December 31, 2021 if they wish to opt out, Tax repercussions if the Town opts out
- Town Hall Fire Alarm System – 3 companies have looked at – Looking into possibly having linked so if it is activated it is not just a local/evacuate alarm, looking into possibility of Monotronics adding fire alarm to their services

Old Business:

- Credit Card for Highway Superintendent – Pioneer Bank is willing to do it, but we need a policy in place regarding use & billing
- Maintenance of Gazebo, repairs to Post Office roof – make a list of repairs to buildings including Town Hall and getting quotes for having the work done
- Refurbishing Basketball Court – keep it separate from other repairs
- Trail Riders Signs – Town is ok with them being installed & Trail Riders have to pay for them

Public Comment:

- Making information available to the public before meetings – Will be discussed at Workshop
- Passing Resolutions at Workshop/Special Meeting – Notice needed for Resolutions
- Fire Department Vote – It is separate from the Town and run by Fire District, the vote is open to the public
- Getting Meetings posted on Facebook – Had issues w/internet but they are being put up

- Doing some activities for the 11 or 12 Grafton Seniors – Will discuss at Workshop and have details at next Regular Town Board Meeting for a concert in the park

Motions and Resolutions:

- Resolution #57 of 2021 – Annual Audit of Books - Attached
- Resolution #58 of 2021 – Town Board members having access to TH network - Held
- Resolution #59 of 2021 – Control of Security Passwords - Held
- Resolution #60 of 2021 – Control of TH network passwords - Held
- Resolution #61 of 2021 – Town Hall Phone System Control - Held
- Resolution #62 of 2021 – Supervisor 2019 Deposit Slips access – Amended to 2020 & Attached
- Resolution #63 of 2021 – Town Attorney to research Town Employee Compensation for Volunteer Services – Attached
- Resolution #64 of 2021 – Upgrade to phone system – Attached
- Resolution #65 of 2021 – Town Email Control – Held
- Resolution #66 Of 2021 – Appointment of Court Clerk – Attached
- Resolution #67 of 2021 – Keys for Senior Center - Attached

Resolutions were held for further review by the Town Board

Motion to Pay Bills as Audited – Vouchers 162 - 225 Totaling \$32,343.00 made by Supervisor Gundrum, seconded by Councilwoman Deschaine

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Yes

Councilman Wagar – Yes

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried 5 - 0

Next Meeting/Workshop will be held April 26, 2021 – 6:30pm @ Grafton Town Hall

Executive Session/Executive Privilege

Motion to go into Executive Session to discuss a personnel issue made by Councilman Lewandusky, seconded by Councilman Beaudry @ 8:25pm – Motion carried 5 – 0

Motion to return from Executive Session made by Councilman Lewandusky, seconded by Councilman Beaudry @ 8:43pm – Motion carried 5 - 0

Motion to Adjourn made by Supervisor Gundrum, seconded by Councilman Wagar @
8:45pm in Loving Memory of Florence Coonradt, Richard Elliott and Starlene M. Taft
Motion Carried 5 – 0

Respectfully Submitted


Victoria Burdick

Draft: 04/22/2021

Approved:

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Building Codes Violation	Violation Research	1	75.00
	Copies	Copies	2	20.00
Sub-Total:				\$95.00
A2130	C&D	Construction Debris	1	276.00
	Trash Bag/Misc	Trash Bag/Misc	8	3,158.00
Sub-Total:				\$3,434.00
A2544	Dog Licensing	Female, Spayed	3	18.00
		Male, Neutered	3	18.00
Sub-Total:				\$36.00
A2555	Barn	Barn	1	75.00
	Building Permit	Renewal	1	300.00
	Garage - Pole Barn	Garage/Pole Barn	1	50.00
Sub-Total:				\$425.00
Total Local Shares Remitted:				\$3,990.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				6.00
Total State, County & Local Revenues:		\$3,996.00	Total Non-Local Revenues:	
			\$6.00	

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Victoria Burdick, Town Clerk, Town of Grafton during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

_____	_____	<i>Victoria E Burdick</i>	<i>4/3/2021</i>
Supervisor	Date	Town Clerk	Date



Assessor's Report

March 2021

1. Processed sales and escrows from County
2. Reviewing properties in field
3. Meeting with taxpayers
4. Held office hours
5. Processing new exemptions
6. Received tentative special franchise values
7. Processed IVP's for State
8. Completed Assessor's continuing education classes, 6 hours on Jan. 13 and an additional 6 hours on Feb. 24

GRAFTON RESCUE SQUAD CAPTAIN'S REPORT

MARCH 2021

TOTAL CALLS 32

TOTAL MILES 590

TOTAL HOURS 81

We had 6 alpha , 6 bravo, 8 charlie, 4 delta, 1 echo, 3 rma, and 7 fire calls for the month. 7 calls were canceled. We used ALS 5 times- 4 Mohawk and 1 Bennington.

We went to SVMC 2 times and Samaritan 10 times.



TOWN OF GRAFTON

Established in 1807

P.O. BOX G, Grafton, New York 12082

(518) 279-3565 (518) 279- 3685 (Fax)

Email: graftontownclerk@albany.twcbc.com

www.townofgraftonny.org

RESOLUTION #57 of 2021

The annual review and audit of the books of the Town Clerk, Tax Collector and Town Justices have been completed and books were available for public review on April 12, 2021 from 6pm to 7pm.

Motion made by Supervisor Gundrum

Seconded by Councilman Wagar

Roll Call:

Councilman Beaudry - Yes

Councilwoman Deschaine - Yes

Councilman Lewandusky - Yes

Councilman Wagar - Yes

Supervisor Gundrum - Yes

Yes 5 No Absent Abstained

Carried Not Carried

Adopted April 12, 2021



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RESOLUTION # 62 OF 2021

*Motion to amend Resolution #62 to change the year of deposit tickets from 2019 to 2020 – Made by Councilman Lewandusky, seconded by Councilman Beaudry – Motion Carried 5 - 0

Be it resolved that the Town Board requires the supervisor to turn over all of *2020 bank deposit slips as amended

Motion made by Councilman Lewandusky
Seconded by Councilman Beaudry

Roll Call:

Councilman Beaudry - Yes
Councilwoman Deschaine - Yes
Councilman Lewandusky – Yes
Councilman Wagar - Yes
Supervisor Gundrum - Yes

Yes 5 No 0 Absent Abstained
Carried **X** Not Carried

Adopted April 12, 2021



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Resolution #63 of 2021

Town Board requests the Town Attorney to review the attached resolution, obtain an opinion from the Association of Towns and do any due diligence that may be needed regarding the resolution.

Motion made by Councilman Lewandusky

Seconded by Councilwoman Deschaine

Roll Call:

Councilman Beaudry - Yes

Councilwoman Deschaine - Yes

Councilman Lewandusky - Yes

Councilman Wagar - Yes

Supervisor Gundrum - Yes

Yes 5 No Absent Abstained

Carried Not Carried

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RESOLUTION # 63 OF 2021

WHEREAS, The Town of Grafton would like to acknowledge our volunteer firefighters and ambulance crews that work for our municipality. The hours that they put into our community does not go unnoticed. Without them and their dedication to the Town of Grafton we would not have the support we take for granted so many times; with their time and sacrifice so many people stay safe.

NOW, IT IS HEREBY

RESOLVED Any Town of Grafton employee who is an active volunteer firefighter or member of a volunteer ambulance service or company (1) may, with the authorization of such employee's appointing authority, be permitted to leave work in order to respond to fire calls or ambulance calls during such employee's regular hours of employment without loss of pay, vacation time, sick leave or earned overtime accumulation, or (2) shall be permitted to respond to such calls prior to reporting for work without such prior authorization and without loss of pay, vacation time, sick leave or earned overtime accumulation, provided in either case, if requested by such employee's appointing authority, such employee submits a written statement from the chief of the volunteer fire department or the medical director or chief administrator of the volunteer ambulance service or company verifying that such employee responded to a fire or ambulance call and specifying the date, time and duration of such response.

RESOLVED Any Town of Grafton employee who is a certified disaster service volunteer of the American Red Cross may, with the authorization of such employee's supervisor, be granted a leave not to exceed fifteen working days in each year to participate in specialized disaster relief services for the American Red Cross, upon the request of the American Red Cross, without loss of pay, vacation time, sick leave or earned overtime accumulation.

RESOLVED Any Town of Grafton employee who is an active volunteer firefighter or member of a volunteer ambulance service or company may, with the authorization of such employee's appointing authority, be allowed to attend training sessions or drills during such employee's regular hours of employment without loss of pay, overtime accumulation or sick leave.

RESOLVED Any Town of Grafton employee who is an active member of a volunteer canine search and rescue team (1) may, with the authorization of such employee's supervisor, be permitted to leave work in order to respond to search or rescue calls during such employee's regular hours of employment without loss of pay, vacation time, sick leave or earned overtime accumulation, or (2) shall be permitted to respond to such calls prior to reporting for work without such prior authorization and without loss of pay, vacation time, sick leave or earned overtime accumulation, provided in either case, if requested by such employee's supervisor, such employee submits a written statement from the chief of the police or fire department verifying that such employee responded to a search or rescue call and specifying the date, time and duration of such response. As used in this subsection, "volunteer canine search and rescue team" means an individual and a dog (A) appropriately trained and certified to engage in search and rescue operations by a nonprofit canine search and rescue organization that is a member of the National Association of Search and Rescue, or its successor organization, and (B) who jointly engage in such operations at the request of a police or fire department and provide services without compensation.

Motion made by
Seconded by

Roll Call:

Councilman Beaudry -
Councilwoman Deschaine -
Councilman Lewandusky -
Councilman Wagar -
Supervisor Gundrum -

Yes No Absent Abstained
Carried Not Carried

Adopted



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RESOLUTION #64 of 2021

Approving 3 new phones, additional wiring, installation, and configuration of 2 phone extensions at the Town Hall by Kelmain as per quote #537. Total cost \$1030.00.

Motion made by Supervisor Gundrum

Seconded by Councilman Lewandusky

Roll Call:

Councilman Beaudry - Yes

Councilwoman Deschaine - Yes

Councilman Lewandusky - Yes

Councilman Wagar - Yes

Supervisor Gundrum - Yes

Yes 5 No 0 Absent Abstained

Carried Not Carried

Adopted April 12, 2021

Kelmain

1030 St. Lucille Drive
Schenectady, NY 12306
USA

Quotation

Quote Number:
537

Quote Date:
Apr 5, 2021

Page:
1

Quoted to:

Town of Grafton
P.O. Box G
Grafton, NY 12082
US

Customer ID	Good Thru	Payment Terms	Sales Rep
TOWNOFGRAFTON	5/5/21	Upon Acceptance	

Quantity	Item	Description	Unit Price	Extension
3.00		Avaya Partner 18D Phone	180.00	540.00
2.00		Additional wiring for 2 phones	150.00	300.00
2.00		Installation and configuration of 2 phones extensions, training on system would be extra as noted	95.00	190.00
			Subtotal	1,030.00
			Sales Tax	
			Freight	
			Total	1,030.00



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Resolution #66 of 2021

Appointing Jolene Crandall as Court Clerk for the Town of Grafton covering the term from 4/12/2021 – 12/31/2021.

Motion made by Supervisor Gundrum

Seconded by Councilman Beaudry

Roll Call:

Councilman Beaudry - Yes

Councilwoman Deschaine - Yes

Councilman Lewandusky – Yes

Councilman Wagar - Yes

Supervisor Gundrum - Yes

Yes 5 No 0 Absent Abstained

Carried **X** Not Carried

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Resolution #67 of 2021

Authorizing a set of keys to be cut by the Town Supervisor for the Supervisor's Office and a set of keys for The Everett Wagar Senior Center for use by Town Counsel Members in accordance with the contract between the Town of Grafton and Rensselaer County.

Motion made by Councilman Beaudry

Seconded by Councilman Lewandusky

Roll Call:

Councilman Beaudry - Yes

Councilwoman Deschaine - Yes

Councilman Lewandusky - Yes

Councilman Wagar - Yes

Supervisor Gundrum - Yes

Yes 5 No 0 Absent Abstained

Carried **X** Not Carried

Adopted April 12, 2021