

**DRAFT**



**GRAFTON TOWN BOARD MEETING**

**January 11, 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 – Absent

COUNCILMAN FRANK LEWANDUSKY – Present

SUPERVISOR INGRID GUNDRUM – Present

Also, in attendance – Jarod Bouchard – Highway Superintendent, Erika Douglas – Supervisor Secretary, Tom Withcuskey - Buildings/Code Enforcement, Becky Greene – Town Justice, Kayla Stetson – Dog Control Officer, Amy Durham – Deputy Town Clerk, Phil Danaher – Town Attorney, Doug LaRocque – Eastwick Press, LeAnna Sweet – Library, Joe Allain & Donna Baldwin – Grafton Ambulance, John Oliver – Ethics Board, Linda Lavaway – Planning Board, Chuck Douglas, Tom Kiley

Review and approval of Minutes from December 14, 2020 Town Board Meeting & December 28, 2020 Year-End Meeting

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine

ROLL CALL: Councilman Beaudry – Yes

Councilwoman Deschaine – Yes

Councilman Wagar – Absent

Councilman Lewandusky – Yes

Supervisor Gundrum – Abstained

Motion Carried – 3 Yes / 1 absent / 1 abstained

REPORTS AND REMITTANCES FROM TOWN COMMITTEES:

**Supervisor:** Available upon request

**Highway:** Fixing a few washouts, chipping brush, and plowing

**Building/Code Enforcement:** 64 Building permits last year, new construction remains active

**Rescue Squad:** Attached

**Assessor:** Attached

**Town Clerk:** Attached – Motion to accept Town Clerk’s Report made by Councilman Beaudry, seconded by Councilman Lewandusky

ROLL CALL: Councilman Beaudry – Yes

Councilwoman Deschaine – Yes

Councilman Wagar – Absent

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried – 4 Yes / 1 absent

**Dog Control:** 1 call

**Library:** 526 books, 187 E-Books, 241 patrons, started new hours, Take-home kits, Library does not fall under paying sick time because they do not have enough employees

Communications Received: Association of Town Packet and Retainer Agreement for Attorney

**New Business:**

- Zoom Meetings going forward – Going with public meetings for now – Possibly go to Zoom/In person depending on pandemic
- Cell phone for Dog Control Officer – She will be issued a Town Cell Phone
- Setting date for audit of books – Books will be ready and available by January 20<sup>th</sup> – Town Board will review at their convenience and it will be entered into February 8<sup>th</sup> Meeting Minutes

**Old Business:**

- Mohawk Hudson Humane Society Agreement – Attorney will reach out to them
- Tri-Town Ambulance Contract – Attorney reviewing it
- Vote on Tri-Town Ambulance – Attorney researching it – does not think it can go to public vote
- Ambulance Grant – Attorney will contact DASNY

**PUBLIC COMMENTS:**

- Zoom Meetings / Audio Issues
- Justify paying for Dog Control Phone but not Ambulance – Town Employee vs Town Entity
- Concerns about decision to make quarterly payments to Ambulance & Library with no discussion with either organization

- Residents would appreciate having a Facebook page and recording/streaming videos of meetings
- Ethics Committee will strive to improve the Town of Grafton – Meeting location for Ethics Board
- Furnace Repairs/Rodent issues
- Rensselaer County looking for groups willing to administer Covid vaccines

Motions and Resolutions:

Motion to authorize Supervisor Gundrum to sign Retainer Agreement for Town Attorney – Philip Danaher

ROLL CALL: Councilman Beaudry – Yes  
 Councilwoman Deschaine – Yes  
 Councilman Wagar – Absent  
 Councilman Lewandusky – Yes  
 Supervisor Gundrum – Yes

Motion Carried – 4 Yes / 1 absent

Resolution #38 – Tax Property Law – Attached

Resolution #39 – Year End Budget transfers for 2020 – Attached

Resolution #40 – Recognition of Retired Town Historian – Patricia Niebuhr – Attached

Resolution #41 – Appointment to Board of Assessment Review – Attached

Resolution #42 – Appointing Merry Maker Representative – Attached

Resolution #43 – Designating Workshop Meetings as Workshop/Special Meetings - Attached

MOTIONS TO PAY BILLS AS AUDITED: Vouchers 1 – 35 (Voucher #15 \$250.98 – Highway Dept. withdrawn for correction by vendor) Original total \$95,769.26/Correct Total \$95,518.46.

Motion made by Supervisor Gundrum, seconded by Councilwoman Deschaine

ROLL CALL: Councilman Beaudry – Yes  
 Councilwoman Deschaine – Yes  
 Councilman Wagar – Absent  
 Councilman Lewandusky – Yes  
 Supervisor Gundrum – Yes

Motion Carried – 4 Yes / 1 absent

Next Meeting/Workshop-Special Meeting will be held Jan. 25, 2021 6:30PM at the Everett Wagar Senior Center

Motion to Adjourn at 8:45PM in Loving Memory of Anthony Nicholas, Beulah Baker and Bradley Lamphere made by Supervisor Gundrum, seconded by Councilman Lewandusky - Motion Carried 4 - 0

RESPECTFULLY SUMMITTED

*Victoria E Burdick*

VICTORIA BURDICK

GRAFTON TOWN CLERK

In December we had 24 calls we MISSED 10. Of those 10 missed EIGHT were on days Joe was Isolating. ALL of them were DAY CALLS!!! 1 was mutual aid to Postenkill, (Mohawk's territory) 1 was to Petersburg and one to Pittstown. But we need a public referendum to tell us we are in danger and do not wish to spend 59K for the safety and welfare of our people! \$17k more that the Library gets for books without a referendum. Hundreds of thousands less than was spent on new highway trucks without a referendum.

But it is probably for the good as we can keep next years budget at a zero increase as 44k will be carried over as was 41k from 2020 because an ambulance service is not important enough for the residents of Grafton.

**CALL INFORMATION:** 24 Calls/missed 10

**CALL DETERMINANT:** 4 Alpha, 4 Bravo, 3 Charlie, 2 Delta, 1 Echo

**DISPATCH INFORMATION:** unconscious, sick person x 3, hemorrhage x 2, abd pain x 2, seizure (deceased person), traumatic injury, fall, unknown problem, stroke and cardiac arrest

**Mutual Aid Given:** Petersburg x 1

**Mutual aid Received:** Petersburg x 2 , Stephentown x 1 and Mohawk x 7

**ALS PROVISION:** Mohawk x 3

**DESTINATION:** Samaritan x 5, and SVMC x 3

**MEMBER RESPONSE:** Joe 9 calls , Jeremy 4 calls, Tom 2 calls, Sharon 1 call, Jordan 2 5151 response, Andrea 3 calls, Rob 2 calls, Michael 5 calls

**COMMUNITY SERVICE:** Tree Lighting Town Square

**MILES TRAVELLED in Transport:** 123.1

**MAN HOURS:** 43.66

**AVERAGE ON SCENE TIME:** 21,9 min

**AVERAGE TIME TO PATIENT:** 18.6 min

**CALL LOCATION:** 6 calls in Grafton, 7 calls Berlin, 1 call Petersburg

**5151 (First Response Vehicle) Response:** 2 calls

**10 calls missed due to active member quarantine/ vacation and work hours-**

**Missed 1 mutual aid request in Petersburg, 1 in Poestenkill and 1 in Pittstown and 3 calls in Berlin and 4 in Grafton.**



RECEIVED

DEC 17 2020  
Town of Grafton

## Assessor's Report

December 2020

1. Processed sales and escrows from County
2. Reviewing properties in field
3. Meeting with taxpayers
4. Held office hours
5. Exemption renewals were sent out 1<sup>st</sup> week of December
6. Sending letters to Enhanced Seniors about income limits
7. Signed tax roll
8. Processing new exemptions

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	1.21
	Copies	Copies	1	5.00
			<b>Sub-Total:</b>	<b>\$6.21</b>
A2130	Trash Bag/Misc	Trash Bag/Misc	9	2,695.00
			<b>Sub-Total:</b>	<b>\$2,695.00</b>
A2555	Building Permit	Renewal	1	200.00
	Building Permits	All Other Permits	2	0.00
	Shed	Shed	1	50.00
			<b>Sub-Total:</b>	<b>\$250.00</b>
A3820	Bottle Returns	Bottle Returns	1	160.98
	Misc	Miscellaneous	1	20.00
			<b>Sub-Total:</b>	<b>\$180.98</b>
			<b>Total Local Shares Remitted:</b>	<b>\$3,132.19</b>
Amount paid to: NYS Environmental Conservation				20.79
<b>Total State, County &amp; Local Revenues:</b>		<b>\$3,152.98</b>	<b>Total Non-Local Revenues:</b>	<b>\$20.79</b>

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.

Supervisor

Date

Victoria E Burdick

Town Clerk

1/3/2021

Date

TOWN OF GRAFTON  
RESOLUTION # 38  
REAL PROPERTY TAX LAW, SENIOR CITIZEN & DISABLED EXEMPTIONS  
DATE 1/11/2021

At the regular monthly meeting of the GRAFTON Town Board, duly called and held on the 11 day of January, 2021, the following Resolution was proposed and seconded:

Resolution by: Councilman Braudry  
Seconded by: Councilwoman Deschaine

**REAL PROPERTY TAX LAW EXEMPTIONS**

WHEREAS, pursuant to the COVID-19 Emergency Eviction and Foreclosure Prevention Act of 2020 (Part B, Subpart D) signed by Governor Cuomo on December 28, 2020, every governing body of an assessing unit and local assessor shall extend to the 2021 assessment roll, the renewal of the exemptions received on the 2020 assessment roll pursuant to sections 467 (senior citizen) and 459-c (limited income disability) of the real property tax law; and

WHEREAS, no renewal application shall be required of any eligible property owner who received either exemption on the 2020 assessment roll in order for such eligible property owner to continue receiving the exemption at the same amount received on the 2020 assessment roll unless the eligible property owner determines their income has changed in a manner that would grant them a greater exemption than was present on the 2020 assessment roll; and

WHEREAS, notwithstanding the foregoing, if the assessor has reason to believe that a potentially eligible property owner has since (after the 3/1/2020 taxable status date and prior to the 3/1/2021 taxable status date) changed their primary residence, added another owner to the deed, sold the property, or is now deceased, the assessor may require a renewal application in his/her sole discretion.

NOW THEREFORE BE IT RESOLVED the Town Board of the Town of GRAFTON hereby authorizes the exemptions referenced above (senior citizen & limited income disability) for the 2021 assessment roll without submission of a renewal application unless otherwise required by the assessor.

Upon the question of the foregoing Resolution, the following Town Board Members voted "Aye" or "Nay" for said Resolution:

Roll Call Vote: Councilman Lewandusky - AYE  
Council woman Deschaine - AYE  
Councilman Wagar - ABSENT  
Councilman Braudry - AYE  
SUPERVISOR Gundrum - AYE

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of GRAFTON.

Dated: 1/11/, 2021

Victoria E Buelich  
Town Clerk  
Town of GRAFTON



**Resolution #40 of 2021**

**In Recognition of Retired Town of Grafton Historian, Patricia Niebuhr**

**Whereas, History, saved and preserved, is the foundation for future generations, and is crucial to preserving democracy for the future by explaining our shared past. Through the preservation of authentic, meaningful places, documents, artifacts, images, and stories, we leave a foundation upon which future residents of Grafton can build. Without the preservation of our histories, future citizens will have no grounding in what it means to be a citizen of the Town of Grafton; and**

**Whereas, Patricia Niebuhr has been a member of the Grafton Historical Society for almost thirty years, and has been the Town Historian for the Town of Grafton for the last ten years, and has faithfully performed her duties to promote the establishment and improvement of programs for the management and preservation of Grafton records with enduring value for historical or other research; encouraged the coordinated collection and preservation of nongovernmental historical records by the Grafton Library, the Grafton Historical Society and other repositories; and carried out and actively encouraged research in such records in order to add to the knowledge, understanding and appreciation of Grafton's history; and**

**Whereas, Patricia Niebuhr has retired as Town Historian effective December 31, 2020, the Town Board of the Town of Grafton hereby acknowledges her years of tireless service to our community and its residents, thanks her for her passion for Grafton, and is planning to properly celebrate and recognize Patricia and her many contributions at a community-wide event to be determined when gatherings are again permitted; now therefore be it**

**Resolved, that the Town Board of the Town of Grafton thanks Patricia Niebuhr from the bottom of our grateful hearts and wishes her many happy years of retirement to come.**

**By Motion Made by Supervisor Gundrum and seconded by Councilwoman Deschaine the foregoing Resolution is hereby adopted on the 11<sup>th</sup> day of January 2021, as follows:**

**Roll Call:**

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

**Yes 4 No 0 Absent 1  
Carried X Not Carried**



# 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](mailto:graftontownclerk@albany.twcbc.com)

[www.townofgraftonny.org](http://www.townofgraftonny.org)

## **Resolution #38 Tax Property Law - Attached**

## **Resolution #39 Year End Budget Transfers for 2020**

Motion made by Supervisor Gundrum, seconded by Councilman Lewandusky

### **ROLL CALL:**

**Councilman Lewandusky: Yes**

**Councilwoman Deschaine: Yes**

**Councilman Wagar: Absent**

**Councilman Beaudry: Yes**

**Supervisor Gundrum: Yes**

**Yes: 4 No: 0 Abstained: Absent: 1**

**Carried: X Not Carried:**

## **Resolution #40 Recognition of Retired Historian Patricia Niebuhr - Attached**

## **Resolution #41 Appointing Chuck Douglas to Board of Assessment Review 1/11/2021 – 9/30/2025**

Motion made by Supervisor Gundrum, seconded by Councilman Lewandusky

### **ROLL CALL:**

**Councilman Lewandusky: Yes**

**Councilwoman Deschaine: Yes**

**Councilman Wagar: Absent**

**Councilman Beaudry: Yes**

**Supervisor Gundrum: Yes**

**Yes: 4 No: 0 Abstained: Absent: 1**

**Carried: X Not Carried:**

**Resolution #42 Appointing Linda Lavaway as Merry Maker Representative  
1/11/2021 – 12/31/2021**

Motion made by Supervisor Gundrum, seconded by Councilman Lewandusky

**ROLL CALL:**

**Councilman Lewandusky: Yes**  
**Councilwoman Deschaine: Yes**  
**Councilman Wagar: Absent**  
**Councilman Beaudry: Yes**  
**Supervisor Gundrum: Yes**

**Yes: 4 No: 0 Abstained: Absent: 1**  
**Carried: X Not Carried:**

**Resolution #43 Designating Workshop meetings as Workshop/Special Meetings**

Motion made by Supervisor Gundrum, seconded by Councilman Beaudry

**ROLL CALL:**

**Councilman Lewandusky: Yes**  
**Councilwoman Deschaine: Yes**  
**Councilman Wagar: Absent**  
**Councilman Beaudry: Yes**  
**Supervisor Gundrum: Yes**

**Yes: 4 No: 0 Abstained: Absent: 1**  
**Carried: X Not Carried:**

**Year End Funds Transfers**

**General Fund**

**Town of Grafton**

**2020**

To Account	Description	Amount	New Budget	From Account	Description	Amount	New Budget
10104.1	Town Board CE	20.00	220.00	45404.1	Ambulance CE	20.00	54980.00
12204.1	Supervisor CE	935.88	1935.88	45404.1	Ambulance CE	935.88	54044.12
13304.1	Tax Collector CE	652.34	1552.34	45404.1	Ambulance CE	652.34	53391.78
13554.1	Assessor CE	881.57	1581.57	45404.1	Ambulance CE	881.57	52510.21
19104.1	Unallocated Insurance	638.99	31638.99	45404.1	Ambulance CE	638.99	51871.22
19204.1	Muni Association Dues	799.00	1599.00	45404.1	Ambulance CE	799.00	51072.22
36504.1	Demo of Unsafe Buildings	9838.65	9838.65	45404.1	Ambulance CE	9838.65	41233.57
81604.1	Refuse/Garbage CE	13439.40	33839.40	45404.1	Ambulance CE	13439.40	27794.17
90608.1	Medical Insurance	2538.63	14538.63	90508.1	Unemployment Ins	2538.63	2461.37

**Year End Funds Transfers**

**Highway Fund**

To Account	Description	Amount	New Budget	From Account	Description	Amount	New Budget
17101.3	Administration PS	64.00	1664.00	51101.3	General Repairs PS	64.00	113936.00
51104.3	General Repairs CE	8717.29	63717.29	51424.3	Snow Removal CE	8717.29	53782.71
51302.3	Machinery EQ	112163.58	167163.58	51122.3	Permanent Improvement	100288.89	9711.11
				51304.3	Machinery CE	11874.69	63125.31
51404.3	Brush & Weeds	298.06	2398.06	51304.3	Machinery CE	298.06	62827.25
90508.3	Unemployment Insurance	3558.38	3958.38	90608.3	Medical Insurance	3558.38	38913.94
99509.3	Transfer to Repairs Reserve	25000.00	50000.00	51424.3	Snow Removal CE	25000.00	28782.71