



**Grafton Town Board
Regular Meeting
March 11, 2024 – 7:00PM
Grafton Town Hall 2379 NY RT 2, Grafton NY 12052**

Meeting was called to order at 7:00PM by Supervisor Gundrum with the Pledge of Allegiance and a moment of silence for Chief Warrant Officer 2 Casey Frankoski, Chief Warrant Office 2 John Grassia and Border Patrol Agent Chris Luna

Roll Call:

Councilwoman Jodie Deschaine – Present
Councilman Pierce Hoyt – Present
Councilman Thomas Withcuskey – Present
Supervisor Ingrid Gundrum – Present

Resolution #35 of 2024 – Appointing Rebecca L. Greene to the vacant Town Council Seat – Attached

ROLL CALL:

Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Nay

Newly appointed Councilwoman Greene was sworn in, signed the Oath Book and took her seat on the Town Council. It was stated that she had resigned her position as Deputy Town Clerk.

Councilwoman Greene - Present

Also in Attendance: Thomas Sullivan, Mark Gilchrist, Lee Hess, Linda Laveway, James Goyer Sr., Frank Lewandusky, Herb Hasbrouck, John Munn, Madonna Roy, Patricia Busch, Kathy Swota, Doug and Nancy La Rocque, Chuck and Erika Douglas, Kim Bacon, Nancy Jones, Robert & Maureen Loveday, Tom Kiely, Katie Murray, Ann Calabro, David Buckley, Linda Russell, Sandy and Chris VonSchilgen, Jeff & Diane Paine, Kara Benson, Marissa Wagar, Laura Bassello, & David Greene

Motion to approve the Minutes of February 5, 2024 Special Meeting, February 12, 2024 Regular Town Board Meeting and correction to the total of vouchers approved at the February 12, 2024 Regular Town Board Meeting from \$41,740.50 to \$43,328.02 – Motion made by Supervisor Gundrum, seconded by Councilman Hoyt – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene – Yea
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Yea

DRAFT

Department Heads & Town Committees

Town Supervisor – Supervisor's Financial Reports were forwarded to the Town Board and filed with the Town Clerk and posted to the website – Thank you to East Greenbush firefighter who assisted with house fire on RT 2.

Town Clerk – Motion to accept Town Clerk's Report as read made by Supervisor Gundrum, seconded by Councilman Withcuskey – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene – Yea
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum - Yea

Town Highway Superintendent – None

Town Assessor – All exemptions have been completed

Buildings & Code Enforcement Officer – 10 new permits YTD, 3-hour training in April - Fire ban in effect March 16 – May 14, 2024

Planning Board Chairman – None

Grafton Rescue Squad – 17 calls, 798.9 miles, 99.12 volunteer hours, Supervisor asked if the Rescue Squad would be willing to do basic CPR Training open to the residents of town? They have an in-house CPR Teacher and will work with Town Board on setting a class up

Dog Control Officer 1 – Loose dog that had been running for close to a month finally reunited with owner

Recreation Committee – Nancy La Rocque is new Chairwoman, Easter Egg hunt on March 23, 2024, Town Picnic on June 9, 2024

Grafton Community Library – 736 books, 247 Ebooks, 319 patrons, 2023 Annual Report done, New Zumba Session will start on March 18th

Merry Makers – April 10, 2024 will be the first meeting – October 2nd will be Raquette Lake, Went to Brown's Transportation Service Trip Fair

Senior Citizen Representative – Multiple activities and new activities – Contact Senior Center for information – Lisa Overrocker requested the Town Board to look into getting gutters installed at the Sr. Center

Communications Received

Charter Communications/Spectrum – Upgrading phone service and internet

Letters of Interest for Town Council Seat

Letter of Interest from Sharon Lecce to continue cleaning services for the Town Hall

Rensselaer County Hazardous Mitigation Plan update – Letter of Intent to be submitted – Motion Below

Letter stating concerns of the safety of RT 2 in the Village – suggest reducing the speed & installing sidewalks and crosswalks

New Business - NONE

Old Business

AIT Update – Quotes for upgrades and new Laptop
Town Hall Cleaning Service – Carrying over Sharon Lecce's appointment on a month-to-month basis
Post Office Repairs – Inspected decided to do the repair in-house
Ethics Board Vacancy – Letters of Interest forwarded to the Ethics Board for recommendation
Senior Center Contract – Everything has been submitted for a 3-year contract

Public Comment (Privilege of the Floor)

Cutting to Highway Funding – Request to Town Board to contact Gov. Hochul
Secretary Position for Supervisor
Concerns on how the vacant Town Board seat was filled
Councilman Withcuskey holding two positions
Account Balances – Interest Rates and are there better rates available
Polarization of Town Board and not being able to get things accomplished
Ms. Greene's qualifications to serve on the Town Board
Town Board giving answers
Repairs to wall at Senior Center from leak
Thanks to Steve Beaudry for his service
Agenda Order and moving Resolution #35 to the top of agenda
Thanks to Library for the great job, they are doing
Can Resolutions be discussed before
Reviewing Supervisor Committee Appointments may need to be reviewed

Motions & Resolutions

Motion to approve Letter of Intent regarding Hazardous Mitigation Plan w/Highway Superintendent, Supervisor and Buildings & Code Enforcement Officer as points of contact made by Supervisor Gundrum, seconded by Councilman Withcuskey – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene – Yea
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Yea

Motion to approve the attached quotes from AIT for upgrades and services and for the Town Clerk to engage those services made by Supervisor Gundrum, seconded by Councilwoman Deschaine – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene – Yea
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Yea

Resolution #34 of 2024 – Independent Contractor for Tax Collector – Attached

Resolution #36 of 2024 – Correcting Pat Ivory’s term for Board of Assessment Review from 02/12/2024 – 12/31/28 to 02/12/2024 – 9/30/2028 – Motion made by Supervisor Gundrum, seconded by Councilman Withcuskey – Motion Carried 5 – 0

Resolution #37 of 2024 – Appointing Laura Bassallo as Youth Director – Motion made by Councilman Hoyt, seconded by Councilwoman Deschaine – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene – Yea
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Yea

Resolution #39 of 2024 – Appointment for Town Hall Cleaning Service – **Held** - Carrying over Sharon Lecce’s appointment on a month-to-month basis

Resolution #40 of 2024 – Approving Proposed Local Law #1 of 2024 as to form – Attached

Resolution #41 of 2024 – Verifying the Audit of the Town Justices, Town Clerk, Tax Collector, and the Supervisor has been completed – Attached

Resolution #42 of 2024 – Approval of Catholic Church to use the Town Park – Attached

Motion to pay Vouchers as Audited – Vouchers #73 – 114 – Total: \$142,184.85 made by Supervisor Gundrum, seconded by Councilman Withcuskey – Motion Carried 4 Yea – 1 Abstained

Roll Call:

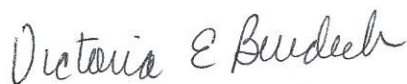
Councilwoman Greene – Abstained
Councilwoman Deschaine – Yea
Councilman Hoyt – Yea
Councilman Withcuskey – Yea
Supervisor Gundrum – Yea

NEXT MEETING: Public Hearing on LL #1 of 2024 – April 8, 2024 at 6:45pm
Regular Meeting – April 8, 2024 at 7:00pmor

Legislative Privilege: Town Supervisor is looking into better investment options with Pioneer Bank and Town Hall Streams for recording and streaming meetings (4 meetings a month - \$150.00 per month)

Motion to adjourn in Loving Memory of LeRoy “Jack” Decoigne Jr. made at 8:53pm made by Supervisor Gundrum, seconded by Councilwoman Deschaine – Motion Carried 5 - 0

Respectfully Submitted



Victoria E Burdick
Town Clerk

Town Clerk Monthly Report
February 01, 2024 - February 29, 2024

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Copies	Copies	4	40.00
			Sub-Total:	\$40.00
A2130	Tires	Tires	1	138.00
	Trash Bag/Misc	Trash Bag/Misc	8	1,744.00
			Sub-Total:	\$1,882.00
A2544	Dog Licensing	Male, Neutered	2	12.00
			Sub-Total:	\$12.00
A2555	Building Permits	All Other Permits	1	50.00
	Garage - Pole Barn	Garage/Pole Barn	2	125.00
	Shed	Shed	1	50.00
	Solar	Solar Panels	2	200.00
			Sub-Total:	\$425.00
Total Local Shares Remitted:				\$2,359.00
Amount paid to: NYS Ag. & Markets for spay/neuter program				2.00
Total State, County & Local Revenues:				\$2,361.00
			Total Non-Local Revenues:	\$2.00

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>	
Supervisor	Date	Town Clerk	Date

Report of Vouchers By: Year: 2024 Abstract: 3

Voucher #	Fund	Amount	Amt. Unpaid	Vendor
84	General	\$1,896.26	\$0.00	National Grid
85	General	\$599.91	\$0.00	Charter Communications
86	General	\$706.56	\$706.56	Legenbauer Gas & Oil Company, Inc.
87	General	\$13,250.00	\$13,250.00	Grafton Community Library
88	General	\$49.57	\$49.57	Monitronics
89	General	\$104.00	\$104.00	DeLage Landen Financial Services, Inc.
90	General	\$5,000.00	\$5,000.00	Grafton Rescue Squad
91	General	\$104.34	\$104.34	The Local First/The Advertiser
92	General	\$16.93	\$16.93	21ST Century Media - New York
93	General	\$951.00	\$951.00	Trojan Energy System
94	General	\$787.79	\$787.79	Staples Contract & Commercial
95	General	\$83.22	\$83.22	The Local First/The Advertiser
96	General	\$45.50	\$45.50	Culligan of Troy
97	General	\$437.50	\$437.50	79 Graphic Design
98	General	\$1,000.00	\$1,000.00	Philip J. Danaher, Esq.
99	General	\$1,050.00	\$1,050.00	Enhanced Business System
100	General	\$250.00	\$250.00	Herb Hasbrouck
101	General	\$250.00	\$250.00	Sue Putnam
110	General	\$62.48	\$62.48	Verizon
111	General	\$1,701.35	\$1,701.35	County Waste
112	General	\$1,244.19	\$1,244.19	Amanda Mason
113	General	\$250.00	\$250.00	Sharon Lecce
114	General	\$35.00	\$35.00	Capital District NYSBOC
73	Highway	\$250.00	\$250.00	James H. Goyer Sr.
74	Highway	\$250.00	\$250.00	Edward Redick
75	Highway	\$69.40	\$69.40	Poestenkill Auto Supply INC
76	Highway	\$1,547.04	\$1,547.04	Bearcom
77	Highway	\$750.00	\$750.00	Wholesale Distributors
78	Highway	\$4,925.81	\$4,925.81	Warren W Fane
79	Highway	\$481.88	\$481.88	Prestige Chemicles
80	Highway	\$1,022.80	\$1,022.80	Zwack, Inc
81	Highway	\$137.05	\$137.05	AT Hoosick, LLC
82	Highway	\$111.86	\$111.86	Goyer's Power Equipment
83	Highway	\$2,346.53	\$2,346.53	Mirabito Energy Products
102	Highway	\$92,280.15	\$92,280.15	Metro Ford Sales Inc
103	Highway	\$198.00	\$198.00	Bearcom
104	Highway	\$2,578.90	\$2,578.90	Zwack, Inc
105	Highway	\$16.82	\$16.82	Auto Zone
106	Highway	\$129.77	\$129.77	Douglas Industrial co.
107	Highway	\$1,327.32	\$1,327.32	Poestenkill Auto Supply INC

03/20/2024
10:27:03 AM
Vicky Burdick

Town of Grafton

Report of Vouchers By: Year: 2024 Abstract: 3

Voucher #	Fund	Amount	Amt. Unpaid	Vendor
108	Highway	\$2,800.00	\$2,800.00	J Burt Stannard DBA Burt's Diesel Repair
109	Highway	\$1,085.92	\$1,085.92	Goyer's Power Equipment
Totals:		\$142,184.85	\$139,688.68	

Town Of Grafton

Balance Sheet as of 2/29/2024

Fund: GENERAL FUND A

Assets

CASH ACCOUNT

000200.01.000.00	200 - Cash GENERAL FUND A	\$8,698.53
000201.01.000.00	201 - Money Market / Cash in Time Deposits GENERAL FUND	\$1,058,452.05
000210.01.000.00	210 - Petty Cash GENERAL FUND A	\$1,350.00
000231.01.000.22	231 - Cash in Time Deposits, Special Reserves GENERAL FUN	\$7,500.00

Subtotal CASH ACCOUNT: \$1,076,000.58

Total Assets: \$1,076,000.58

Liabilities

TRUST & AGENCY ACCOUNT

000730.01.000.00	730 - Guaranty & Bid Deposits GENERAL FUND A	\$31,247.00
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Subtotal TRUST & AGENCY ACCOUNT: \$31,247.00

OTHER LIABILITY ACCOUNTS

000688.01.000.00	Other Liabilities GENERAL FUND A	\$41,808.78
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Subtotal OTHER LIABILITY ACCOUNTS: \$41,808.78

Total Liabilities: \$73,055.78

Equity

FUND BALANCE

000909.01.000.00	909 - Fund Balance GENERAL FUND A	\$991,160.61
000914.01.000.00	914 - Assigned Appropriated Fund Balance GENERAL FUND A	\$7,500.00

Subtotal FUND BALANCE: \$998,660.61

Total Equity: \$998,660.61

Month To Date Activity As	2/29/2024	YTD Activity As Of:	2/29/2024
Revenues (980) :	\$76,028.12	Revenues (980) :	\$84,410.40
Expenditures (522) :	\$31,347.52	Expenditures (522) :	\$80,126.21
Fund Balance (909/911) :	\$44,680.60	Fund Balance (909/911) :	\$4,284.19
		Total Liabilities and Equity:	\$1,076,000.58

Town Of Grafton
PO Box G
GRAFTON, NY 12082
(518) 279-3565 Fax: (518) 279-3685

Operating Statement for the Period Ending		2/29/2024	Year - To - Date			
Current	Monthly Amount	Amount	Budget	Variance	% Var	
Fund: GENERAL FUND A						
Expenses						
APPROPRIATION ACCOUNT						
10101.1	1010.1 - Town Board PS	\$865.38	\$1,846.14	\$12,000.00	10,153.86	84.6%
10104.1	1010.4 - Town Board CE	\$237.38	\$237.38	\$500.00	262.62	52.5%
11101.1	1110.1 - Justices PS	\$2,208.33	\$4,416.66	\$26,500.00	22,083.34	83.3%
11104.1	1110.4 - Justices CE	\$60.00	\$247.75	\$1,800.00	1,552.25	86.2%
12201.1	1220.1 - Supervisor PS	\$750.00	\$1,500.00	\$9,000.00	7,500.00	83.3%
12204.1	1220.4 - Supervisor CE	\$6.88	\$6.88	\$1,800.00	1,793.12	99.6%
13201.1	1320.1 - Bookkeeping Services	\$1,375.00	\$2,750.00	\$16,500.00	13,750.00	83.3%
13204.1	1320.4 - Independent Auditing & Accounting	\$0.00	\$67.99	\$500.00	432.01	86.4%
13301.1	1330.1 - Tax Collector PS	\$416.67	\$833.34	\$5,000.00	4,166.66	83.3%
13304.1	1330.4 - Tax Collector CE	\$933.68	\$933.68	\$1,525.00	591.32	38.8%
13551.1	1355.1 - Assessor PS	\$2,369.87	\$4,739.74	\$30,830.00	26,090.26	84.6%
13554.1	1355.4 - Assessor CE	\$0.00	\$50.00	\$1,000.00	950.00	95.0%
14101.1	1410.1 - Town Clerk PS	\$1,305.13	\$2,610.26	\$16,700.00	14,089.74	84.4%
14104.1	1410.4 - Town Clerk CE	\$786.63	\$786.63	\$2,500.00	1,713.37	68.5%
14204.1	1420.4 - Attorney CE	\$1,000.00	\$1,000.00	\$12,000.00	11,000.00	91.7%
16201.1	1620.1 - Buildings PS	\$76.00	\$114.00	\$3,000.00	2,886.00	96.2%
16204.1	1620.4 - Buildings CE	\$2,909.74	\$3,538.68	\$35,000.00	31,461.32	89.9%
19104.1	1910.4 - Unallocated Insurance	\$0.00	\$0.00	\$46,000.00	46,000.00	100.0%
19204.1	1920.4 - Municipal Association Dues	\$0.00	\$0.00	\$800.00	800.00	100.0%
35101.1	3510.1 - Dog Control PS	\$230.76	\$461.52	\$3,000.00	2,538.48	84.6%
35104.1	3510.4 - Dog Control CE	\$0.00	\$0.00	\$2,500.00	2,500.00	100.0%
36201.1	3620.1 - Safety Inspection PS	\$1,373.33	\$2,746.66	\$16,480.00	13,733.34	83.3%
36204.1	3620.4 - Safety Inspection CE	\$66.24	\$137.48	\$800.00	662.52	82.8%
40201.1	4020.1 - Regis. of Vital Stats PS	\$38.46	\$76.92	\$500.00	423.08	84.6%
45404.1	4540.4 - Ambulance CE	\$799.37	\$979.34	\$30,000.00	29,020.66	96.7%
50101.1	5010.1 - Supt. of Highway PS	\$4,923.08	\$9,846.16	\$64,000.00	54,153.84	84.6%

Operating Statement for the Period Ending		2/29/2024	Year - To - Date			
Current		Monthly Amount	Amount	Budget	Variance	% Var
50104.1	5010.4 - Supt. of Highway CE	\$31.24	\$312.48	\$500.00	187.52	37.5%
51324.1	5132.4 - Garage CE	\$918.60	\$918.60	\$12,000.00	11,081.40	92.3%
51824.1	5182.4 - Street Lighting CE	\$530.49	\$530.49	\$6,000.00	5,469.51	91.2%
65104.1	6510.4 - Veterans Services CE	\$0.00	\$0.00	\$700.00	700.00	100.0%
67724.1	6772.4 - Programs for Aging CE	\$932.46	\$932.46	\$14,376.00	13,443.54	93.5%
71104.1	7110.4 - Parks CE	\$35.29	\$85.29	\$1,700.00	1,614.71	95.0%
73101.1	7310.1 - Youth Programs PS	\$0.00	\$0.00	\$9,500.00	9,500.00	100.0%
73104.1	7310.4 - Youth Programs CE	\$500.00	\$500.00	\$10,000.00	9,500.00	95.0%
74104.1	7410.4 - Library CE	\$0.00	\$0.00	\$53,000.00	53,000.00	100.0%
75101.1	7510.1 - Historian PS	\$0.00	\$0.00	\$500.00	500.00	100.0%
75504.1	7550.4 - Celebrations CE	\$0.00	\$0.00	\$4,000.00	4,000.00	100.0%
80201.1	8020.1 - Planning PS	\$83.33	\$166.66	\$5,625.00	5,458.34	97.0%
80204.1	8020.4 - Planning CE	\$0.00	\$0.00	\$300.00	300.00	100.0%
81601.1	8160.1 - Refuse/Garbage PS	\$600.00	\$1,200.00	\$8,000.00	6,800.00	85.0%
81604.1	8160.4 - Refuse/Garbage CE	\$2,318.65	\$4,110.74	\$26,500.00	22,389.26	84.5%
90108.1	9010.8 - State Retirement	\$0.00	\$22,602.00	\$18,500.00	(4,102.00)	(22.2)%
90308.1	9030.8 - Social Security (Town Share)	\$1,271.08	\$2,548.07	\$17,481.00	14,932.93	85.4%
90408.1	9040.8 - Workers Comp	\$0.00	\$2,503.31	\$4,204.00	1,700.69	40.5%
90508.1	9050.8 - Unemployment Insurance	\$0.00	\$0.00	\$1,000.00	1,000.00	100.0%
90558.1	9055.8 - Disability Insurance	\$0.00	\$1,000.00	\$1,500.00	500.00	33.3%
90608.1	9060.8 - Medical Insurance (Town Share)	\$1,394.45	\$2,788.90	\$17,250.00	14,461.10	83.8%
99509.1	9950.9 - Transfers to Cap/Reserve Projects	\$0.00	\$0.00	\$25,000.00	25,000.00	100.0%
Subtotal for APPROPRIATION ACCOUNT:		\$31,347.52	\$80,126.21	\$577,871.00	497,744.79	86.1%
Subtotal for Expenses		\$31,347.52	\$80,126.21	\$577,871.00	497,744.79	86.1%

Other Income

REVENUE ACCOUNT						
1001.1	1001 - Real Property Tax	\$70,617.00	\$70,617.00	\$70,617.00	0.00	0.0%
1080.1	1080 - PILOTs	\$0.00	\$0.00	\$700.00	700.00	100.0%
1090.1	1090 - Real Property Tax Interest & Penalty	\$0.00	\$0.00	\$3,000.00	3,000.00	100.0%
1120.1	1120 - Non-Property Tax Distribution by County	\$0.00	\$0.00	\$315,000.00	315,000.00	100.0%
1170.1	1170 - Franchise Fees	\$0.00	\$0.00	\$27,000.00	27,000.00	100.0%
1255.1	1255 - Town Clerk Fees	\$183.78	\$396.16	\$1,800.00	1,403.84	78.0%
2115.1	2115 - Planning Board Fees	\$0.00	\$450.00	\$1,600.00	1,150.00	71.9%
2130.1	2130 - Refuse and Garbage Charges	\$2,187.25	\$4,582.25	\$31,000.00	26,417.75	85.2%

Operating Statement for the Period Ending Current		2/29/2024 Monthly Amount	Amount	Year - To - Date		
				Budget	Variance	% Var
2401.1	2401 - Interest & Earnings	\$337.84	\$637.32	\$1,000.00	362.68	36.3%
2410.1	2410 - Rental of Real Property	\$2,113.60	\$5,927.20	\$35,094.00	29,166.80	83.1%
2544.1	2544 - Licenses	\$24.00	\$96.00	\$700.00	604.00	86.3%
2545.1	2545 - Licenses (Other)	\$0.00	\$0.00	\$110.00	110.00	100.0%
2555.1	2555 - Licenses & Permits	\$2,800.00	\$3,662.50	\$10,000.00	6,337.50	63.4%
2610.1	2610 - Fines, Forfeits of Bail	(\$2,339.00)	(\$2,196.00)	\$6,000.00	8,196.00	136.6%
2770.1	2770 - Unclassified Revenues	\$103.65	\$237.97	\$1,000.00	762.03	76.2%
3001.1	3001 - State per Capita Aid	\$0.00	\$0.00	\$8,250.00	8,250.00	100.0%
3005.1	3005 - State Aid Mtg Tax	\$0.00	\$0.00	\$65,000.00	65,000.00	100.0%
Subtotal for REVENUE ACCOUNT:		\$76,028.12	\$84,410.40	\$577,871.00	493,460.60	85.4%
Subtotal for Other Income		\$76,028.12	\$84,410.40	\$577,871.00	493,460.60	85.4%
Net Amounts		\$44,680.60	\$4,284.19	\$0.00	(\$4,284.19)	0.0%

Town Of Grafton

Balance Sheet as of 2/29/2024

Fund: HIGHWAY FUND DA

Assets

CASH ACCOUNT

000201.03.000.00	201 - Money Market / Cash in Time Deposits HIGHWAY FUND	\$1,203,157.97
000210.03.000.00	210 - Petty Cash HIGHWAY FUND DA	\$500.00
000231.03.000.20	231 - Cash in Time Deposits, Special Reserves HIGHWAY FUN	\$110,000.00
000231.03.000.21	231 - Cash in Time Deposits, Special Reserves HIGHWAY FUN	\$7,000.00

Subtotal CASH ACCOUNT: \$1,320,657.97

Total Assets: \$1,320,657.97

Equity

FUND BALANCE

000909.03.000.00	909 - Fund Balance HIGHWAY FUND DA	\$646,866.77
000914.03.000.00	914 - Assigned Appropriated Fund Balance HIGHWAY FUND D	\$117,000.00

Subtotal FUND BALANCE: \$763,866.77

Total Equity: \$763,866.77

Month To Date Activity As	2/29/2024
Revenues (980) :	\$666,121.00
Expenditures (522) :	\$54,381.48
Fund Balance (909/911) :	\$611,739.52

YTD Activity As Of:	2/29/2024
Revenues (980) :	\$666,121.00
Expenditures (522) :	\$109,329.80
Fund Balance (909/911) :	\$556,791.20

Total Liabilities and Equity: \$1,320,657.97

Town Of Grafton
PO Box G
GRAFTON, NY 12082
(518) 279-3565 Fax: (518) 279-3685

Operating Statement for the Period Ending		2/29/2024	Year - To - Date			
Current		Monthly Amount	Amount	Budget	Variance	% Var
Fund: HIGHWAY FUND DA						
Expenses						
APPROPRIATION ACCOUNT						
51101.3	5110.1 - General Repairs PS	\$4,663.50	\$8,144.00	\$127,000.00	118,856.00	93.6%
51104.3	5110.4 - General Repairs CE	\$2,122.95	\$2,122.95	\$66,025.00	63,902.05	96.8%
51122.3	5112.2 - Permanent Improvement EQ	\$0.00	\$0.00	\$145,000.00	145,000.00	100.0%
51302.3	5130.2 - Machinery EQ	\$0.00	\$0.00	\$105,000.00	105,000.00	100.0%
51304.3	5130.4 - Machinery CE	\$14,904.75	\$14,904.75	\$65,000.00	50,095.25	77.1%
51404.3	5140.4 - Brush & Weeds (Misc.) CE	\$0.00	\$129.00	\$2,500.00	2,371.00	94.8%
51421.3	5142.1 - Snow Removal PS	\$16,377.50	\$35,987.50	\$155,000.00	119,012.50	76.8%
51424.3	5142.4 - Snow Removal CE	\$11,648.58	\$12,053.36	\$75,000.00	62,946.64	83.9%
90108.3	9010.8 - State Retirement	\$0.00	\$12,968.00	\$17,500.00	4,532.00	25.9%
90308.3	9030.8 - Social Security (Town Share)	\$1,609.66	\$3,233.11	\$21,573.00	18,339.89	85.0%
90408.3	9040.8 - Workers Comp	\$0.00	\$12,800.00	\$12,800.00	0.00	0.0%
90508.3	9050.8 - Unemployment Insurance	\$0.00	\$0.00	\$400.00	400.00	100.0%
90558.3	9055.8 - Disability Insurance	\$0.00	\$878.05	\$1,000.00	121.95	12.2%
90608.3	9060.8 - Medical Insurance (Town Share)	\$3,054.54	\$6,109.08	\$38,000.00	31,890.92	83.9%
99509.3	9950.9 - Transfers to Cap/Reserve Projects	\$0.00	\$0.00	\$25,000.00	25,000.00	100.0%
Subtotal for APPROPRIATION ACCOUNT:		\$54,381.48	\$109,329.80	\$856,798.00	747,468.20	87.2%
Subtotal for Expenses		\$54,381.48	\$109,329.80	\$856,798.00	747,468.20	87.2%

Other Income

REVENUE ACCOUNT

1001.3	1001 - Real Property Tax	\$666,121.00	\$666,121.00	\$666,121.00	0.00	0.0%
1120.3	1120 - Non-Property Tax Distribution by County	\$0.00	\$0.00	\$35,000.00	35,000.00	100.0%
2300.3	2300 - Transportation Svcs - Fuel Reimb	\$0.00	\$0.00	\$677.00	677.00	100.0%
2665.3	2665 - Sales of Equipment	\$0.00	\$0.00	\$10,000.00	10,000.00	100.0%
3501.3	3501 - State Aid/CHIPS	\$0.00	\$0.00	\$145,000.00	145,000.00	100.0%

Operating Statement for the Period Ending Current	2/29/2024	Year - To - Date			
	Monthly Amount	Amount	Budget	Variance	% Var
Subtotal for REVENUE ACCOUNT:	\$666,121.00	\$666,121.00	\$856,798.00	190,677.00	22.3%
Subtotal for Other Income	\$666,121.00	\$666,121.00	\$856,798.00	190,677.00	22.3%
Net Amounts	\$611,739.52	\$556,791.20	\$0.00	(\$556,791.20)	0.0%

Town Of Grafton

Balance Sheet as of 2/29/2024

Fund: TRUST & AGENCY FUND TA

Assets

CASH ACCOUNT

000200.99.000.00	200 - Cash TRUST & AGENCY FUND TA	\$870.53
Subtotal CASH ACCOUNT:		\$870.53
Total Assets:		\$870.53

Liabilities

TRUST & AGENCY ACCOUNT

000020.99.000.00	20 - Group Insurance TRUST & AGENCY FUND TA	\$870.53
Subtotal TRUST & AGENCY ACCOUNT:		\$870.53
Total Liabilities:		\$870.53

Month To Date Activity As	2/29/2024
Revenues (980) :	\$0.00
Expenditures (522) :	\$0.00
Fund Balance (909/911) :	\$0.00

YTD Activity As Of:	2/29/2024
Revenues (980) :	\$0.00
Expenditures (522) :	\$0.00
Fund Balance (909/911) :	\$0.00
Total Liabilities and Equity:	\$870.53

Grafton Community Library
Director's Report
March 5, 2024

Activities – 2/8/24 – 3/5/24

Statistics – February 2024

Checkouts – 736 Books (January 647) 247 E-books (January 309)

Hoopla –Participants: 40

Patron Visits: February – 267 Adults, 7 Teens, 45 Children

Program Attendance – 70 Adults, 34 child ages 6-11, 18 Children ages 0-6

2023 Annual NYS Report has been completed and reviewed by Upper Hudson Library System. Upper Hudson has submitted the report to NYS. A printed copy is available for review at the library.

Programs

Dr. Seuss Birthday Party held on March 2 was a success. Over 35 participants. Sarah and Meagan did a great job!

Current session of Zumba ends on March 11. A new session will start on March 18 and run until May 20. Thank you to Tom Withcuskey for the use Foxborough Holdings. We are averaging around 14 participants.

After School Program going strong with 12-17 children from grades K-5 attending. Crafts, Legos, Stem Projects and playtime from 3:45 to 5 pm held on Monday's during school year.

Storytime on Wednesday's is growing with 5-7 children, ages 0-5 attending.

Respectfully, Leanna
Director, Grafton Community Library

Grafton Town Meeting

March 11, 2024

Grafton Senior Group representative Vice President Diane Paine

The monthly meeting is tomorrow, March 12, at 10 am.

Our treasurer is recovering from surgery so we will give a report next month.

Thank you for the reimbursement of some expenses last month.

The Alzheimer's presenter was interesting. The handout from the Alzheimer's Association was titled, "Healthy Living For Your Mind And Body."

Ray Gifford's music was enjoyed. He also performs at some Open Mics in the area.

The lawyer's information on Wills and Trusts gave useful information and brought up other helpful questions.

Representative Joanne Marcario from Linus Project gave a wonderful talk about the program and took many questions. Restrictions are no use of wool. Angel Gowns is an organization that accepts wedding gowns and uses the material for infants who have passed.

If you have not tried cardio drumming you should look it up and give it a try.

Vikki - Town

Happy March!

February at the Everett Wagar Senior Center was an eventful one.

There was a lot of information for the seniors of the Grafton Area. Some of the seniors participated and learned Hands Only CPR for heart awareness month. The Alzheimer's Association came and spoke to the seniors about the importance of Healthy Living for Brain and Body. A lawyer came and spoke with them about wills, trusts, health care proxies and more. We also had our monthly presentation from Cornell Cooperative Extension, Eat Smart, the seniors watched her prepare a healthy recipe and then got to taste it (always a favorite). We also had some fun with a, mardi Gras celebration playing "A minute to Win It" games, Music by Ray Gifford, Monthly Birthday Celebration and Bingo.

As always chair yoga was on Mondays and Fridays. A Simple Chair/stretch exercise class was also added in February. Then on leap year, we started Cardio Drumming, A lot of fun.

March is shaping up to be just as eventful,

On March 7th we had a woman come and speak to us about Project Linus. Project Linus is a non-profit organization that Provides love, a sense of security, warmth and comfort to children who are seriously ill, traumatized, or otherwise in need through the gifts of new handmade blankets and afghans, lovingly created by volunteer "blanketeers."

This is something our Strings and Things group enjoyed listening to and can not wait to create some blankets to share with this organization.

This month also brings some music by John Hill, Monthly Birthday Celebration, Eat Smart, planting seeds, Bingo, The Price is Right (Grafton Senior Style of course) and a friendly Senior Feud competition with Hoosick Seniors at the end of the month.

Chair Yoga continues on Monday's and Fridays at 11:00. Cardio Drumming is on Tuesday and Thursday mornings at 9:30 , please call to reserve a spot, it is

Grafton Rescue Squad Captains Report for February 2024

Calls Dispatched	17	
Calls Responded	17	17 with full crew (0 with First Response only)
Mutual Aid Requests	1	Requested to Petersburg x1

Breakdown by times:	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
0600-1800	3 (0)	1 (0)	2 (0)	0 (0)	3 (0)	1 (0)	0 (0)
1800-0600	0 (0)	0 (0)	1 (0)	3 (0)	0 (0)	1 (0)	2 (0)

Calls dispatched (Calls Missed)

Dispositions:

Samaritan Hospital	4
SVMC	4
Albany Medical Center	2
St. Peters	0
Albany VA	1
Albany Memorial	0
RMA	1
Dead without transport	1
First Responses	0
Cancelled Prior to Enroute	2
Cancelled after enroute	1
Dispatch Errors	1

Total Miles Traveled by Units:	5104:	534.5	5151:	264.4
Total man hours on calls:	99.12	(This does not account for any standby hours on duty waiting for any calls to be dispatched, training, or paperwork related)		

Notes: Dispatch error was a call dispatched for Town of Hoosick when not needed, cancelled immediately. We had our demonstration with the Zoll representative and will be choosing a new AED this month. There was lots of positive feedback from those that attended. We have 1 member taking the NEW EMT class. Testing for this class will be later in the spring.



TOWN OF GRAFTON

Established in 1807

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Resolution #34 of 2024

WHEREAS, The Office of the Town of Grafton Tax Collector was recently faced with an unprecedented need for assistance as a result of certain actions taken by other municipal entities, and

WHEREAS, the Town Council has been advised that Amanda Mason provided 47 hours of service and 104.3 miles of mileage, as detailed on the attachment hereto, as an independent contractor to the Office of the Town Tax Collector to rectify the many discrepancies caused by the failures of the other municipal entities, and that such assistance was necessary and beneficial to the Town of Grafton, and good cause appearing therefore,

NOW, THEREFORE, BE IT RESOLVED, that the Town of Grafton hereby approves payment to Amanda Mason as an independent contractor of fees in the amount of \$1,175.00 (47 hours x \$25.00 per hour) and mileage reimbursement in the amount of \$69.19 (2023 and 2024 IRS rates applied) for a total amount of authorized payment of \$1,244.19.

Motion Made by Supervisor Gundrum, seconded by Councilman Hoyt – Motion Carried 5 – 0

Roll Call:

Councilwoman Greene - Yea
Councilwoman Deschaine - Yea
Councilman Withcuskey – Yea
Councilman Hoyt - Yea
Supervisor Gundrum - Yea

Adopted: March 11, 2024

Hours correcting 2024 land tax bills for Town of Grafton
(school relevy removals)

Date	Hours	Total Hrs	Miles	Notes
12/28/2023	hrs paid not miles		46.3	Pick up taxes 99 Troy Rd
1/3/2024	9:00-1:00	4		
1/6/2024	9:00-1:00	4		
1/8/2024	Pioneer Brunswick	1	26	Deposit
1/11/2024	Alchar Printing	1	32	Pick up envelopes
1/12/2024	9:00-1:00	4		
1/13/2024	11:00-1:00	2		
1/19/2024	1:45-2:45	1		
1/20/2024	11:00-1:00	2		
1/24/2024	10:30-1:30	3		
1/25/2024	10:30-1:30	3		
1/26/2024	12:30-5:30	5		
1/30/2024	9:30-1:30	4		
1/31/2024	12:00-2:00	2		
2/1/2024	10:00-2:00	4		
2/5/2024	11:00-1:30	2.5		
2/10/2024	10:00-1:30	3.5		
2/11/2024	6:00-7:00	1		
Total		47	104.3	

Dates, Hours, and Miles for Amanda Mason for the Grafton Tax Collector

COPY



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Resolution #35 of 2024

WHEREAS, the Town Board of the Town of Grafton is advised that effective February 12th, 2024, Councilman Beaudry resigned from his Town Board position, and

WHEREAS, pursuant to New York State Town Law, Section 64 (5), the Town Board of the Town of Grafton is now charged with appointing a replacement for Councilman Beaudry, to serve until December 31st, 2024, and

WHEREAS, Rebecca L Greene is a qualified Elector of the Town of Grafton, and is appropriate for appointment to serve as a Town Council Member, now, therefor be it

RESOLVED, that the Town Board of the Town of Grafton hereby appoints Rebecca L Greene to serve as a Town Council Member of the Town of Grafton until December 31st, 2024, and it is further

RESOLVED, that Rebecca L Greene must sign and file the Oath of Office with the Town Clerk within thirty (30) days of this appointment.

Motion Made by Councilman Withcuskey, seconded by Councilwoman Deschaine – Motion Carried 3 – 0.

Roll Call:

Councilman Hoyt - Yes
Councilwoman Deschaine - Yes
Councilman Withcuskey – Yes
Supervisor Gundrum - No

Adopted: March 11, 2024



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Resolution #40 of 2024

A RESOLUTION TO APPROVE AS TO FORM PROPOSED LOCAL LAW NO. 1 OF 2024 SUPERSEDING THE WHITEHALL DOCTRINE AND THE DOCTRINE OF INCOMPATIBILITY WITH RESPECT TO THE POSITIONS OF TOWN COUNCIL MEMBER AND BUILDING INSPECTOR – CODE ENFORCEMENT OFFICER OF THE TOWN OF GRAFTON AND SCHEDULING A PUBLIC HEARING THEREON

WHEREAS, the Town of Grafton is desirous of Superseding the Common Law Whitehall Doctrine and Doctrine of Incompatibility with Respect to the Positions of Town Council Member and Building Inspector – Code Enforcement Officer in the Town of Grafton; and

WHEREAS, the Town Board has reviewed proposed Local Law No. 1 of the year 2024, attached hereto; and

WHEREAS, such Local Law appears appropriate as to form and it appearing appropriate for a Public Hearing to be scheduled to consider public comments on such proposed Local Law.

NOW, THEREFORE BE IS RESOLVED, that proposed Local Law No. 1 of the year 2024 is hereby approved as to form; and

BE IT FURTHER RESOLVED, that a Public Hearing will be held at 6:45pm on April 8, 2024 at the Town Hall of the Town of Grafton located at 2379 New York State Route 2, Grafton, New York, 12082 so as to the allow the Town Board to hear Public Comment on proposed Local Law No. 1 of 2024; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized and directed to issue an appropriate Public Notice of the Public Hearing scheduled herein.

Motion Made by Councilman Hoyt, seconded by Councilwoman Deschaine –
Motion Carried 3 Yea – 1 Nay – 1 Abstained

Roll Call:

Councilwoman Greene - Yea
Councilwoman Deschaine - Yea
Councilman Withcuskey – Abstained
Councilman Hoyt - Yea
Supervisor Gundrum - No

Adopted: March 11, 2024

TOWN OF GRAFTON

LOCAL LAW NO. 1 OF THE YEAR 2024.

A Local Law to Supersede the Whitehall Doctrine and the Doctrine of Incompatibility with Respect to the Positions of Town Council Member and Building Inspector – Code Enforcement Officer in the Town of Grafton

Be it enacted by the Town Board of the Town of Grafton as follows:

Section I.

Title: A Local Law to Supersede the Common Law Whitehall Doctrine and Doctrine of Incompatibility with Respect to the Positions of Town Council Member and Building Inspector – Code Enforcement Officer in the Town of Grafton.

Section II.

Background.

A. **Whitehall Doctrine:** Pursuant to the common law doctrine established in *Wood vs. Town of Whitehall*, it is the general rule that a body having the power of appointment may not appoint one of its own members in the absence of precise statutory authority so to do. (*Wood vs. Town of Whitehall*, 120 Misc. 124, NYS 789 (Wash. County, 1923), affd. 206 AD 786,201 NYS 959 (3rd Dept. 1923).)

B. **Doctrine of Incompatibility:** The common law doctrine of incompatibility declares to be incompatible any two public offices in which there exists an inconsistency of function, or where the basic duties of each office necessarily interfere with the other, or where the holder of one would be required to account or to be subordinate in some way to the other. (*People ex rel Ryan vs. Green*, 13 Sickels 295, 58 NY 295 (1874).)

C. The Attorney General's Office has, however, opined that upon a finding that public interest would be served, a local legislative body may enact a local law overcoming incompatibility of office and the Whitehall, doctrine (1994 NY Atty. Gen. [Inf.] 1002 (1994)).

Section III.

Authority. This local law is adopted pursuant to Municipal Home Rule Law, §10 [1] [a] [1], which grants to local governments the authority to enact local laws regarding the qualifications of local officers.

Section IV.

- Finding of Public Interest. The Town Board of the Town of Grafton hereby finds that the public interest would be served by the adoption of this Local Law in that:

- - A. The Town of Grafton is in a rural area where no other qualified residents are known to exist for the position of Building Inspector – Code Enforcement Officer other than a current sitting Councilman.
 - B. The Town Board believes that Councilman Withcuskey is a good choice to continue to fill the position of Building Inspector – Code Enforcement Officer.
 - C. The Town Councilman has experience as he currently serves as the Town of Grafton Building Inspector – Code Enforcement Officer.
 - D. The Building Inspector – Code Enforcement Officer will answer to the Town Board on all issues with respect to his duties within the Town as Building Inspector – Code Enforcement Officer, and will recuse himself as a Town Councilman when addressing those issues and when voting as a Town Board Member.
 - E. The Town Board does not want Town Councilman Withcuskey to resign from his elected position. The public interest would be served best by superseding the Whitehall Doctrine and the Doctrine of Incompatibility with respect to Town Councilman continuing to act as Building Inspector – Code Enforcement Officer due to the fact that the Town of Grafton is in a rural area and there are no other qualified and suitable candidates for such position and the Town of Grafton otherwise would find itself without a Building Inspector – Code Enforcement Officer.

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto, designated as Local Law No. 1 of 2024 of the Town of Grafton was duly passed by the Town Board on _____ 2024, in accordance with the applicable provisions of law.

2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by Elective Chief Executive Officer*.)

I hereby certify that the local law annexed hereto, designated as Local Law No. _____ of 2021 of the _____ was duly passed by the _____ on _____, 2021, and was (approved)(not approved) (repassed after disapproval) by the Elective Chief Executive Officer*, _____ and was deemed duly adopted on _____, 2021.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as Local Law No. _____ of 202____ of the _____ was duly passed by the _____ on _____, 200____, and was (approved)(not approved)(repassed after disapproval) by the Elective Chief Executive Officer*, _____ on _____, 200____. Such Local Law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on _____, 200____, in accordance with the applicable provisions of law.

4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)

I hereby certify that the local law annexed hereto, designated as Local Law No. _____ of 202____ of the _____ was duly passed by the _____ on _____, 202____, and was (approved)(not approved)(repassed after disapproval) by the Elective Chief Officer*, on _____, 202____. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____, 202____, in accordance with the applicable provisions of law.

5. (City local law concerning Charter revision proposed by petition.)

I hereby certify that the local law annexed hereto, designated as Local Law No. _____ of 200____ of the _____ of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____, 200____, became operative.

* Elective Chief Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

6. (County local law concerning adoption of Charter.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 200____ of the County of _____ State of New York, having been submitted to the electors at the General Election of November _____, 200____, pursuant to subdivisions 5 and 7 of section 33 of the Municipal

Section V.

Supersession. This local law shall supersede the common law Doctrine of Incompatibility and the common law Whitehall Doctrine with respect to the offices of Town Councilman (Withcuskey) and Building Inspector – Code Enforcement Officer.

Section VI.

Inconsistency. All other local laws and ordinances of the Town of Grafton that are inconsistent with the provisions of this local law are hereby repealed; provided however, that such repeal shall only be to the extent of such inconsistency and in all other respects, this local law shall be in addition to such other local laws or ordinances regulating governing the subject matter covered by this local law.

Section VII.

Savings Clause. If any clause, sentence, paragraph, word, section or part of this local law shall be adjudged by any court of competent jurisdiction to be unconstitutional, illegal or invalid, such judgment shall not affect, impair or invalidate the remainder thereof, shall be confined in its operation of the clause, sentence, paragraph, worked section or part thereof directly involved in the controversy in which such judgment shall have been rendered.

Section VII – Effective Date

This local law shall be effective immediately upon filing with the Office of the New York State Secretary of State.

Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1, above.

Clerk of the County Legislative Body, City, Town or Village
Clerk or officer designated by local legislative body
TOWN CLERK

(Seal)

Date: _____

(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized attorney of locality.)

State of New York
County of Rensselaer

I, the undersigned, hereby certify that the foregoing Local Law contains the correct text and that all proper proceedings have been had or taken for the enactment of the Local Law annexed hereto.

Town Attorney I
Title

TOWN OF: GRAFTON

Date: _____



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Resolution #41 of 2024 Book Audit

The books of the Town Justices, Town Clerk, Tax Collector, and the Town Supervisor for 2023 has been audited by the Town Board.

Motion made by Supervisor Gundrum, seconded by Councilman Withcuskey – Motion Carried – 4 Yea - 1 Abstained

Roll Call:

Councilwoman Greene – Abstained

Councilwoman Deschaine – Yea

Councilman Hoyt – Yea

Councilman Withcuskey – Yea

Supervisor Gundrum – Yea

Adopted: March 8, 2024



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Resolution # 42 of 2024

“Affirming Town of Grafton Sponsorship for the Grafton Town Festival”

WHEREAS, an Annual Festival is held in July of every year, known as Grafton’s Town Festival; and,

WHEREAS, this popular and well-attended Festival includes Grafton’s Our Lady of the Snow’s Mission sponsorship of Sister Kennan’s Giant Raffle, a Chicken Barbeque, and numerous Vendors and Summer Activities; and,

WHEREAS, all Grafton’s Organizations are welcomed and encouraged to participate in the Festival; and,

WHEREAS, all Grafton Citizens are invited and encouraged to attend and participate, along with Citizens of other communities; and

WHEREAS, the Town of Grafton has been advised that the 2024 Festival will be held on Saturday, July 20, 2024, from 9:00 a.m. until 4:00 p.m. on the grounds of Grafton’s Town Park on Roxborough Road; and,

WHEREAS, it is customary that the Town of Grafton approves and sponsors the Festival and authorizes the use of the Town Park for this civic activity; NOW THEREFORE BE IT

RESOLVED, that the Town of Grafton hereby sponsors the Annual Grafton Town Festival to be held on July 20, 2024.

Motion made by Supervisor Gundrum, seconded by Councilman Hoyt – Motion Carried 5 – 0

ROLL CALL:

Councilwoman Greene – Yea

Councilwoman Deschaine – Yea

Councilman Hoyt – Yea

Councilman Withcuskey – Yea

Supervisor Gundrum - Yea

Adopted: March 11, 2024



Town of Grafton
P.O. Box G,
2379 Route 2,
Grafton, New York 12082

Thank you for the opportunity to assist the town with its technology needs. From our visit to Grafton, we have identified several opportunities for IT remediation, listed below.

Firewall

The town is exposed to potential nefarious software attacks from the lack of a network firewall. The firewall will provide the network protection against outside cyber attackers and shield the network from malicious or unnecessary network traffic with a firewall.

Backups

To prevent catastrophic data loss of databases such as the town's tax or clerk databases, as well as important and critical files and folders, it is necessary to have all data replicated and stored, preferably, from a server repository, and replicated to an off-site location, such as a cloud repository.

Anti-Virus

There is not a uniform anti-virus solution utilized across all of the town's machines.

Server

A server will centralize the town's management of user permissions, software, and security. A server will maximize productivity, prevent security breaches, and allow recovery if disaster strikes, as well as providing a central point for all data to be stored, protected, and backed to off-site location.

Email

Currently, town personnel are using Gmail accounts. Using public email accounts of individuals runs the risk of losing access to that service if the individual's email account is compromised or if the individual leaves the institution. To ensure that the institution retains ownership of its services, it is best to use the institution's email and not a public or an individual email account.

MS Office

The MS Office products used by the town have expired or soon to expire licenses.



AIT is able to provide any and all of the solutions for the town. The foremost concern being a new firewall for the town. Currently, the Sonicwall firewall is utilized in the nearby AIT managed towns of Brunswick, Pittstown, and Schaghticoke, as well as the Cohoes and Watervliet Housing Authorities, and numerous AIT managed businesses.

AIT's cloud backup will perform daily backups, which will then be transmitted via military-grade encryption to a secure AWS cloud repository.

An AIT website with user-friendly controls, allowing easy site changes and uploading, and will allow uniform email addresses as "@townofgrantonny.org".

AIT is able to replace any aged device that has reached its end of life.

Although the town could continue to function without a server, we are providing an estimate for a server and UPS, while continuing to emphasize the importance of the town obtaining one.

We strongly recommend Symantec Endpoint Protection, and Malwarebytes, which will provide the town with a uniform anti-virus and malware protection for each device.

Remediation Item	Solution
Firewall	Sonicwall TZ400 Secure Firewall
Backups	AIT Cloud Daily Backup to AWS Cloud
Anti-Virus	Symantec Endpoint Security
Email	MS Outlook 365
MS Office	MS Office 365
Website	AIT managed website with user-friendly control panel
Remote Assistance	AIT Remote Assistance 518-266-9010
Server	Windows Server 2021
Power Supply	UPS devices for all equipment.

AIT looks forward to working with the Town of Grafton. Please find our attached estimates. Installation service charges are not included in the estimates. Thank you.

AIT Computers, Inc.

157 Hoosick St
 Troy, NY 12180
 Tel/Fax: (518)266-9010/9012

Quotation

DATE	Quote NO.
2/28/2024	EST5489

NAME / ADDRESS
Town of Grafton PO Box G Grafton, NY 12082



P.O. NO.	REP	PROJECT

ITEM	DESCRIPTION	QTY	COST	Total
laptop	Dell Inspiron 15.6 Inch FHD Touchscreen Laptop for Business AMD Ryzen 5 7530U, 16GB RAM, 1TB SSD, Windows 11 Pro	1	799.00	799.00
sep	Symantec Endpoint Protection- Corporate anti virus, threat protection for 10 computers/laptops - Yearly	1	299.00	299.00
malwarebytes	Cybersecurity, industry-leading antivirus software to protect against hackers and online cyber and malware threats for 10 computers/laptops - Yearly	1	199.00	199.00
server	Windows Server 2022 w/ 10 Licenses Microsoft Active Directory, Intel Xeon 3 GHZ processor, 64 GB memory, 2 x 1TB Hard Drive SSD Raid 1 Mirror, Server MidTower 600 Watt PSU	1	2,499.00	2,499.00
ups1500	UPS 1500VA 12 outlets 2 usb intelligent LCD	1	249.00	249.00
				\$4,045.00

AiT Systems have one year parts and labor w/monitor 3 years Manufacturer. Parts have one year, OEM CPU/power supply 's have 30 days. No return on Cpu, memories and sytems. no warranty on used stuffs.No return after 7 days. 30% deposit is required for any new system. This estimate is valid for 15 days only. AiT Computers is not responsible for any loss of data. Customer have to back up prior to any work done. The quotes do not include shipping costs if not specified. APC products do not have a return policy.

Sales Tax ...	\$0.00
Total	\$4,045.00

AiT Computers, Inc.

157 Hoosick St
 Troy, NY 12180
 Tel/Fax: (518)266-9010/9012

Quotation

DATE	Quote NO.
2/28/2024	EST5490



NAME / ADDRESS
Town of Grafton PO Box G Grafton, NY 12082



P.O. NO.	REP	PROJECT

ITEM	DESCRIPTION	QTY	COST	Total
TZ400	SONICWALL FIREWALL TZ 400 SECURE FIRWALL 1 YR	1	799.00	799.00
office365	SOFTWARE UPDATE & HARDWARE REPLACEMENT Office 365 - Word, Excel, Powerpoint, Publisher, Outlook - Monthly	11	26.00	286.00
cloudbackup	AIT Cloud Server Backup Daily Report - Monthly	1	100.00	100.00
				\$1,185.00

AiT Systems have one year parts and labor w/monitor 3 years Manufacturer. Parts have one year, OEM CPU/power supply 's have 30 days. No return on Cpu, memories and sytems. no warranty on used stuffs.No return after 7 days. 30% deposit is required for any new system. This estimate is valid for 15 days only. AiT Computers is not responsible for any loss of data. Customer have to back up prior to any work done. The quotes do not include shipping costs if not specified. APC products do not have a return policy.

Sales Tax ...	\$0.00
Total	\$1,185.00