



GRAFTON TOWN BOARD MEETING

November 8, 2021 – 7:00 PM

Grafton Town Hall – 2379 NY RT 2, Grafton NY

Meeting was called to order at 7:00PM by Supervisor Gundrum with the Pledge of Allegiance

ROLL CALL: COUNCILMAN STEVE BEAUDRY – Present

COUNCILMAN PIERCE HOYT – Present

COUNCILMAN FRANK LEWANDUSKY – Present

COUNCILWOMAN JODI DESCHAINED – Absent

SUPERVISOR INGRID GUNDRUM – Present

ALSO, IN ATTENDANCE: Jeremy Gosse – Grafton Rescue Squad, Jarod Bouchard – Highway Superintendent, Chris Teragliafero – The Eastwick, Phil Danaher – Town Attorney, Ann Calabro, Becky Greene – Town Justice, Le Anna Sweet – Grafton Library, Amy Durham – Deputy Town Clerk, Linda Laveway, Cathy Goyer – Sr. Rep/Merrymakers, John Oliver – Board of Ethics, Thomas Withcuskey – Building & Code Enforcement, Kayla Stetson – Dog Control

Review & Approval of Minutes – Town Board Meeting 10/13/2021 & Workshop Meeting 10/27/2021 made by Supervisor Gundrum, seconded by Councilman Hoyt - Motion Carried 4 – 0

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Yes

Councilman Hoyt – Yes

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried 4 - 0

Reports/Remittances from Departments & Town Committees

Supervisor – Attached

Town Clerk – Attached – Motion to accept Town Clerk Report made by Supervisor Gundrum, seconded by Councilman Beaudry – Motion Carried 4 – 0

Highway Superintendent – Trucks/Equipment Maintenance – Ready for winter, Widening Roads, Striping will be done in spring, Finishing culverts on Steve O'Dell Road

Assessor – Attached

Buildings and Code Enforcement – 52 Building permits YTD, 2 investigations w/DEC – one unfounded/one corrected, Finished required training, Reminder to check chimneys and smoke detectors

Dog Control – 1 lost dog, 2 dogs seized, 1 dog picked up, Passed semi-annual Agri-Markets inspection

Rescue Squad – Attached

Youth – None

Grafton Community Library – 489 Books, 249 Ebooks, 24 Other, 211 patrons, 24 people participated in programs, - Barn quilt project

Grafton State Park – Guest speaker from Museum of Innovation and Science – November 14th, Full Moon Hike and Day after Thanksgiving Hike – Contact Park with questions or to register

Merrymakers – December 4th Party at Guisepe's – Thomas Withcuskey paying for meals

Recreation Committee – December 11, 2021 – 2 - 4PM Yankee Doodle Band, Cookie Contest, at Roxborough Holdings Christmas Trees welcome

Communications: Association of Towns Training, Procurement Guide for ARPA funds, Request for Sr. Center use – Decided at this time we will not open Center for public use. Columbia-Greene Humane Society Contract – Motion Below

Old Business:

- Cleaning Services for Town Hall – Independent Contractor – Month to Month w/30-day notice both ways, Motion below
- Unifirst – Highway Department Uniforms – contacted and discontinued service with them will be here to pick up all items on November 16, 2021

Public Comment:

- Congratulation & thank you to candidates who run and or won for office
- Insurance questions in budget & amount of “fluff” put into budget

- Building repair suggestions
- Questions about Ambulance – Explained they need to reach out to rescue squad
- Compliments on Gazebo

Motions and Resolutions:

Motion to adopt the 2022 Preliminary Budget as 2022 Final Budget made by Supervisor Gundrum, seconded by Councilman

Roll Call:

Councilman Beaudry – No

Councilwoman Deschaine – Absent

Councilman Hoyt – Yes

Councilman Lewandusky – No

Supervisor Gundrum – Yes

Motion Carried 2 – 2

Motion to accept the Bid for Cleaning Services for the Town Hall submitted by Sharon Lecce, as an independent contractor, on a month-to-month basis, and 30-day notice to terminate from Town of Grafton and/or Sharon Lecce. Motion made by Supervisor Gundrum, seconded by Councilman Lewandusky

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Absent

Councilman Hoyt – Yes

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried 4 – 0

Motion to continue services with Columbia-Greene Humane Society/SPCA for housing of dogs as per contract made by Supervisor Gundrum, seconded by Councilman Beaudry

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Absent

Councilman Hoyt – Yes

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried 4 – 0

Motion to set Public Hearing date for proposed Local Law #1 of 2021 – Code of Ethics for December 13, 2021 at 6:30 PM made by Supervisor Gundrum, seconded by Councilman Beaudry

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Absent

Councilman Hoyt – Yes

Councilman Lewandusky – Yes

Supervisor Gundrum – Yes

Motion Carried 4 – 0

Motion to pay Bills as Audited – Vouchers 558 - 618 Totaling \$63,017.90*

* Correction Vouchers 558 – 618 excluding 562/\$115.68 Totaling \$62,902.22

Motion Made by Supervisor Gundrum, seconded by Councilman Hoyt

Roll Call:

Councilman Beaudry – Yes

Councilwoman Deschaine – Absent

Councilman Hoyt – Yes

Councilman Lewandusky – No

Supervisor Gundrum – Yes

Motion Carried 3 – 0

Next Meeting/Workshop 11/22/2021 at 6:30PM

Legislative Privilege – Councilman Lewandusky explained that he voted no on budget due to his feeling that some of the numbers were inaccurate and no to paying vouchers because they had not been signed by Supervisor

Motion to Adjourn at 7:45PM in Loving Memory of

Rae Beth Peckham-Powers

Jesse B. Crandall III

Captain Gerald Looney – NYSP


Carol Mahoney

Dr. Peter Ficalora

Motion made by Supervisor Gundrum, seconded by Councilman Lewandusky

Motion Carried 4 – 0

Respectfully Submitted


Victoria Burdick

Draft: 11/13/2021

Approved:

Town Of Grafton

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

Operating Statement for the Period Ending

10/31/2021

Year - To - Date

Expenses	Current	Monthly Amount	Amount	Budget	Variance	% Var
Fund: GENERAL FUND A						
APPROPRIATION ACCOUNT						
10101.1	1010.1 - Town Board PS	\$980.76	\$9,672.98	\$12,000.00	2,327.02	19.4%
10104.1	1010.4 - Town Board CE	\$467.22	\$797.44	\$1,000.00	202.56	20.3%
11101.1	1110.1 - Justices PS	\$1,666.66	\$15,821.39	\$20,000.00	4,178.61	20.9%
11104.1	1110.4 - Justices CE	\$217.54	\$826.05	\$2,500.00	1,673.95	67.0%
12201.1	1220.1 - Supervisor PS	\$750.00	\$7,500.00	\$9,000.00	1,500.00	16.7%
12202.1	1220.2 - Supervisor EQ	\$0.00	\$0.00	\$1,200.00	1,200.00	100.0%
12204.1	1220.4 - Supervisor CE	\$0.00	\$891.75	\$1,500.00	608.25	40.6%
13201.1	1320.1 - Bookkeeping Services	\$1,266.25	\$12,345.94	\$15,195.00	2,849.06	18.7%
13204.1	1320.4 - Independent Auditing & Accounting	\$0.00	\$9,616.86	\$14,500.00	4,883.14	33.7%
13301.1	1330.1 - Tax Collector PS	\$350.00	\$3,500.00	\$4,200.00	700.00	16.7%
13304.1	1330.4 - Tax Collector CE	\$0.00	\$309.78	\$1,200.00	890.22	74.2%
13551.1	1355.1 - Assessor PS	\$2,369.87	\$25,204.47	\$30,830.00	5,625.53	18.2%
13554.1	1355.4 - Assessor CE	\$0.00	\$443.46	\$700.00	256.54	36.6%
14101.1	1410.1 - Town Clerk PS	\$1,009.62	\$10,538.51	\$13,000.00	2,461.49	18.9%
14102.1	1410.2 - Town Clerk EQ	\$0.00	\$649.98	\$0.00	(649.98)	0.0%
14104.1	1410.4 - Town Clerk CE	\$15.31	\$1,074.77	\$1,500.00	425.23	28.3%
14204.1	1420.4 - Attorney CE	\$891.33	\$7,557.97	\$10,000.00	2,442.03	24.4%
14301.1	1430.1 - Personnel PS	\$548.00	\$6,796.00	\$8,320.00	1,524.00	18.3%
16201.1	1620.1 - Buildings PS	\$82.50	\$1,537.50	\$3,000.00	1,462.50	48.8%
16204.1	1620.4 - Buildings CE	\$8,639.10	\$70,813.56	\$91,000.00	20,186.44	22.2%
16604.1	1660.4 - Central Storeroom	\$104.00	\$208.00	\$0.00	(208.00)	0.0%
19104.1	1910.4 - Unallocated Insurance	\$0.00	\$35,569.58	\$32,000.00	(3,569.58)	(11.2)%
19204.1	1920.4 - Municipal Association Dues	\$0.00	\$800.00	\$800.00	0.00	0.0%
34104.1	3410.4 - Fire Protection CE	\$0.00	\$102,040.00	\$102,040.00	0.00	0.0%
35101.1	3510.1 - Dog Control PS	\$250.00	\$2,500.00	\$3,000.00	500.00	16.7%
35104.1	3510.4 - Dog Control CE	\$0.00	\$650.00	\$800.00	150.00	18.8%

Operating Statement for the Period Ending 10/31/2021

	Current	Year - To - Date			
		Monthly Amount	Amount	Budget	Variance % Var
36201.1	3620.1 - Safety Inspection PS	\$1,373.33	\$13,733.30	\$16,480.00	2,746.70 16.7%
36204.1	3620.4 - Safety Inspection CE	\$150.00	\$361.79	\$800.00	438.21 54.8%
40201.1	4020.1 - Regis. of Vital Stats PS	\$38.46	\$403.83	\$500.00	96.17 19.2%
45404.1	4540.4 - Ambulance CE	\$0.00	\$8,436.94	\$15,226.00	6,789.06 44.6%
50101.1	5010.1 - Supt. of Highway PS	\$4,230.76	\$44,422.98	\$55,000.00	10,577.02 19.2%
50104.1	5010.4 - Supt. of Highway CE	\$0.00	\$243.51	\$0.00	(243.51) 0.0%
51824.1	5182.4 - Street Lighting CE	\$454.15	\$4,511.37	\$6,500.00	1,988.63 30.6%
65104.1	6510.4 - Veterans Services CE	\$0.00	\$700.00	\$700.00	0.00 0.0%
67724.1	6772.4 - Programs for Aging CE	\$0.00	\$800.00	\$4,500.00	3,700.00 82.2%
71104.1	7110.4 - Parks CE	\$51.21	\$1,822.60	\$500.00	(1,322.60) (264.5)%
73101.1	7310.1 - Youth Programs PS	\$458.33	\$10,515.80	\$12,000.00	1,484.20 12.4%
73104.1	7310.4 - Youth Programs CE	\$0.00	\$3,985.85	\$3,000.00	(985.85) (32.9)%
74104.1	7410.4 - Library CE	\$10,625.00	\$42,500.00	\$42,500.00	0.00 0.0%
75101.1	7510.1 - Historian PS	\$0.00	\$0.00	\$500.00	500.00 100.0%
80201.1	8020.1 - Planning PS	\$200.00	\$3,562.51	\$5,525.00	1,962.49 35.5%
80204.1	8020.4 - Planning CE	\$0.00	\$19.76	\$300.00	280.24 93.4%
81601.1	8160.1 - Refuse/Garbage PS	\$802.50	\$6,555.00	\$8,000.00	1,445.00 18.1%
81604.1	8160.4 - Refuse/Garbage CE	\$2,165.33	\$22,448.81	\$25,000.00	2,551.19 10.2%
90108.1	9010.8 - State Retirement	\$0.00	\$23,083.00	\$23,083.00	0.00 0.0%
90308.1	9030.8 - Social Security (Town Share)	\$1,252.85	\$13,356.99	\$16,566.00	3,209.01 19.4%
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	\$819.90	\$819.90	\$1,500.00	680.10 45.3%
90608.1	9060.8 - Medical Insurance (Town Share)	\$553.58	\$10,554.28	\$15,000.00	4,445.72 29.6%
99509.1	9950.9 - Transfers to Cap/Reserve Projects	\$0.00	\$0.00	\$2,500.00	2,500.00 100.0%
Subtotal for APPROPRIATION ACCOUNT:		\$42,783.56	\$543,007.52	\$640,169.00	97,161.48 15.2%
Subtotal for Expenses		\$42,783.56	\$543,007.52	\$640,169.00	97,161.48 15.2%

Other Income

REVENUE ACCOUNT	Monthly Amount	Amount	Budget	Variance % Var
1001.1	1001 - Real Property Tax	\$0.00	\$233,819.00	233,819.00 0.0%
1081.1	1081 - Other Payments in Lieu Of	\$0.00	\$700.00	(700.00) (100.00) (16.7)%
1089.1	1089 - Prior Year Taxes	\$0.00	\$1,307.47	(1,307.47) 0.0%
1090.1	1090 - Real Property Tax Interest & Penalty	\$0.00	\$3,304.03	(3,304.03) 0.0%
1120.1	1120 - Non-Property Tax Distribution by County	\$0.00	\$262,371.90	(262,371.90) (7.1)%

Operating Statement for the Period Ending 10/31/2021

Year - To - Date

Current	Monthly Amount	Amount	Budget	Variance	% Var
1170.1	\$0.00	\$20,071.87	\$17,000.00	(3,071.87)	(18.1)%
1255.1	\$550.61	\$1,635.99	\$800.00	(835.99)	(104.5)%
2115.1	\$300.00	\$900.00	\$1,500.00	600.00	40.0%
2130.1	\$2,424.00	\$30,492.00	\$31,000.00	508.00	1.6%
2401.1	\$0.00	\$196.86	\$800.00	603.14	75.4%
2410.1	\$14,893.25	\$32,005.13	\$30,000.00	(2,005.13)	(6.7)%
2544.1	\$0.00	\$297.00	\$400.00	103.00	25.8%
2555.1	\$1,081.00	\$7,293.00	\$7,000.00	(293.00)	(4.2)%
2610.1	\$765.00	\$6,977.00	\$7,000.00	23.00	0.3%
2650.1	\$0.00	\$548.35	\$0.00	(548.35)	0.0%
2705.1	\$0.00	\$548.88	\$0.00	(548.88)	0.0%
2770.1	\$0.00	\$65.00	\$0.00	(65.00)	0.0%
3001.1	\$0.00	\$0.00	\$8,250.00	8,250.00	100.0%
3005.1	\$0.00	\$46,716.75	\$55,000.00	8,283.25	15.1%
3489.1	\$0.00	\$150,000.00	\$0.00	(150,000.00)	0.0%
3820.1	\$0.00	\$4,834.78	\$2,000.00	(2,834.78)	(141.7)%
Subtotal for REVENUE ACCOUNT:					
	\$20,013.86	\$804,085.01	\$640,169.00	(163,916.01)	(25.6)%
Subtotal for Other Income					
	\$20,013.86	\$804,085.01	\$640,169.00	(163,916.01)	(25.6)%
Net Amounts					
	(\$22,769.70)	\$261,077.49	\$0.00	(\$261,077.49)	0.0%

Town Of Grafton

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

Operating Statement for the Period Ending

10/31/2021

	Current	Monthly Amount	Amount	Budget	Variance	% Var
Fund: HIGHWAY FUND DA						
Expenses						
APPROPRIATION ACCOUNT						
17101.3	1710.1 - Administration PS	\$128.00	\$1,432.00	\$1,600.00	168.00	10.5%
51101.3	5110.1 - General Repairs PS	\$113,815.50	\$113,815.50	\$114,000.00	184.50	0.2%
51104.3	5110.4 - General Repairs CE	\$22,938.25	\$333,734.70	\$55,000.00	(278,734.70)	(506.8)%
51122.3	5112.2 - Permanent Improvement EQ	\$0.00	\$0.00	\$110,000.00	110,000.00	100.0%
51302.3	5130.2 - Machinery EQ	\$14,414.68	\$81,680.96	\$90,000.00	8,319.04	9.2%
51304.3	5130.4 - Machinery CE	\$1,003.50	\$36,474.61	\$55,000.00	18,525.39	33.7%
51404.3	5140.4 - Brush & Weeds (Misc.) CE	\$204.90	\$1,111.27	\$2,100.00	988.73	47.1%
51421.3	5142.1 - Snow Removal PS	(\$105,095.50)	\$40,409.50	\$139,500.00	99,090.50	71.0%
51424.3	5142.4 - Snow Removal CE	\$0.00	\$39,912.11	\$62,500.00	22,587.89	36.1%
90108.3	9010.8 - State Retirement	\$0.00	\$8,532.00	\$8,532.00	0.00	0.0%
90308.3	9030.8 - Social Security (Town Share)	\$676.88	\$11,874.14	\$19,393.00	7,518.86	38.8%
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	\$2,000.00	2,000.00	100.0%
90558.3	9055.8 - Disability Insurance	\$48.20	\$48.20	\$1,000.00	951.80	95.2%
90608.3	9060.8 - Medical Insurance (Town Share)	\$2,215.42	\$25,775.90	\$80,250.00	54,474.10	67.9%
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:		\$50,349.83	\$707,600.89	\$778,675.00	71,074.11	9.1%
Subtotal for Expenses		\$50,349.83	\$707,600.89	\$778,675.00	71,074.11	9.1%
Other Income						
REVENUE ACCOUNT						
1001.3	1001 - Real Property Tax	\$0.00	\$642,998.00	\$642,998.00	0.00	0.0%
1120.3	1120 - Non-Property Tax Distribution by County	\$0.00	\$5,400.00	\$25,000.00	19,600.00	78.4%
2300.3	2300 - Transportation Svcs - Fuel Reimb	\$0.00	\$722.72	\$677.00	(45.72)	(6.8)%
2650.3	2650 - Sale of Scrap	\$0.00	\$718.24	\$0.00	(718.24)	0.0%
3501.3	3501 - State Aid/CHIPS	\$0.00	\$0.00	\$110,000.00	110,000.00	100.0%

Operating Statement for the Period Ending 10/31/2021

Current	Monthly Amount	Amount	Budget	Variance	% Var
Subtotal for REVENUE ACCOUNT:	\$0.00	\$649,838.96	\$778,675.00	128,836.04	16.5%
Subtotal for Other Income	\$0.00	\$649,838.96	\$778,675.00	128,836.04	16.5%
Net Amounts	(\$50,349.83)	(\$57,761.93)	\$0.00	\$57,761.93	0.0%

Account#	Account Description	Fee Description	Qty	Local Share
	Marriage Lic.	MARRIAGE LICENSE FEE	2	35.00
			Sub-Total:	\$35.00
A1255	Building Codes Violation	Violation Research	3	225.00
	Conservation	Conservation	6	13.62
	Copies	Copies	11	110.00
			Sub-Total:	\$348.62
A2130	Scrap Sales	Scrap	1	483.74
	Trash Bag/Misc	Trash Bag/Misc	10	3,430.00
			Sub-Total:	\$3,913.74
A2544	Dog Licensing	Female, Unspayed	7	63.00
		Male, Neutered	1	6.00
		Male, Unneutered	2	18.00
			Sub-Total:	\$87.00
A2555	Building Permits	Addition	1	50.00
		All Other Permits	1	50.00
		Family Residential	1	322.00
	Demolition	Demolition	1	100.00
	Garage - Pole Barn	Garage/Pole Barn	3	175.00
	Shed	Shed	2	100.00
			Sub-Total:	\$797.00
A3820	youth program	Summer Program	1	820.00
			Sub-Total:	\$820.00

Total Local Shares Remitted: \$6,001.36

Amount paid to: NYS Ag. & Markets for spay/neuter program	28.00
Amount paid to: NYS Environmental Conservation	233.38
Amount paid to: State Health Dept. For Marriage Licenses	45.00

Total State, County & Local Revenues: \$6,307.74

Total Non-Local Revenues: \$306.38

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>11/1/2021</i>
Supervisor	Date	Town Clerk	Date

GRAFTON RESCUE SQUAD CAPTAIN'S REPORT

OCTOBER 2021

TOTAL CALLS 15

TOTAL MILES 242

TOTAL HOURS 2

We had 2 alpha , 7 bravo, 2 charlie, 3 delta, and 1 Echo. We had 0 calls missed, 3 RMA, 2 cancelled, 2 no pt found and 1 standby. We used ALS 3 times. 1 Mohawk, 1 Colonie and 1 Bennington.

We went to SVMC 2 times, and Samaritan 4 times. ,./,

15 calls were Grafton and 0 were Berlin.

11 calls were in the daytime and 4 calls were in the night time.

8 week day calls, 3 week night calls, 3 weekend day calls, and 1 weekend night calls.



Assessor's Report

October 2021

1. Processed sales and escrows from County
2. Reviewing properties in field
3. Meeting with taxpayers
4. Held office hours
5. Working on splits and valuing properties
6. Helping taxpayers with school tax bills