

**TOWN OF CANAJOHARIE
MONTGOMERY COUNTY**

December 13, 2018

The Town Council met for a regular meeting and preliminary budget hearing at the Town Hall building, 12 Mitchell Street, Canajoharie, New York.

Present: Supervisor Peter Vroman, Councilpersons: John Peruzzi, William Armitstad, John Toomey, Jr., and Rodney Young; Bookeeper Amy Kretser; Highway Superintendent Timothy Jones

The meeting was opened by the Supervisor at 7:30pm, and the evening's agenda was presented

On a **motion** by Supervisor Vroman, **seconded** by Councilman Peruzzi, the **agenda** was **unanimously approved**

On a **motion** by Supervisor Vroman, **seconded** by Councilman Peruzzi, the November regular meeting and preliminary budget minutes were unanimously approved

Public Comment- Canajoharie Area Little League representatives, Alyson Kretser and Chris Yacobucci requests financial support from the Town of Canajoharie re: drainage issues at main field and Wintergreen Park fields; Would like assistance to make the Wintergreen Park fields game ready, currently they do not meet league requirements; Also requests Town support in efforts to obtain a grant from the Iroquois Pipeline

-Supervisor Vroman is agreeable to signing a support letter for their application to the Iroquois Pipeline for a grant; However, Town budget as already been passed; they can come back in the Spring to see where the Town is financially; Also, suggests the League contact their Senator and Assemblyman, as well as the company overseeing the Mohawk Solar project

NEW BUSINESS-

Resolution No. 15 of 2018

**RESOLUTION ADOPTING TOWN OF CANAJOHARIE WORKPLACE SEX-
UAL HARASSMENT PREVENTION POLICY**

Resolution By: Supervisor Peter Vroman

Seconded By: Councilman John Toomey

New York State Labor Law Section 201-g requires all employers in New York State to adopt a sexual harassment policy that includes a complaint form for employees to report alleged incidents of sexual harassment.

WHEREAS, the Town Council, has compiled a recommended policy to comply with said law,

RESOLVED, that the Town of Canajoharie Town Board adopts the Town of Canajoharie workplace Sexual Harassment Prevention Policy attached hereto and made part of this resolution.

<u>VOTING:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Supervisor Peter A. Vroman	X		
Councilman William Armitstead	X		
Councilman John Toomey, Jr.	X		
Councilman Rodney Young	X		
Councilman John Peruzzi, Sr.	X		

Dated December 13, 2018

Laurie M. Vroman
Town Clerk

Policy Statement

The Town of Canajoharie is committed to maintaining a workplace free from sexual harassment. Sexual harassment is a form of workplace discrimination. All employees are required to work in a manner that prevents sexual harassment in the workplace. This Policy is one component of the Town of Canajoharie's commitment to a discrimination-free work environment. Sexual harassment is against the law¹ and all employees have a legal right to a workplace free from sexual harassment and employees are urged to report sexual harassment by filing a complaint internally with the Town. Employees can also file a complaint with a government agency or in court under federal, state or local antidiscrimination laws.

Policy:

1. The Town of Canajoharie policy applies to all employees, applicants for employment, interns, whether paid or unpaid, contractors and persons conducting business, regardless of immigration status, with the Town. In the remainder of this document, the term "employees" refers to this collective group.
2. Sexual harassment will not be tolerated. Any employee or individual covered by this policy who engages in sexual harassment or retaliation will be subject to remedial and/or disciplinary action (e.g., counseling, suspension, termination).
3. Retaliation Prohibition: No person covered by this Policy shall be subject to adverse action because the employee reports an incident of sexual harassment, provides information, or otherwise assists in any investigation of a sexual harassment complaint. The Town will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual harassment. Any employee of the Town who retaliates against anyone involved in a sex-

¹ While this policy specifically addresses sexual harassment, harassment because of and discrimination against persons of all protected classes is prohibited. In New York State, such classes include age, race, creed, color, national origin, sexual orientation, military status, sex, disability, marital status, domestic violence victim status, gender identity and criminal history.

ual harassment investigation will be subjected to disciplinary action, up to and including termination. All employees, paid or unpaid interns, or non-employees² working in the workplace who believe they have been subject to such retaliation should inform a supervisor, manager, or the Town Supervisor. All employees, paid or unpaid interns or non-employees who believe they have been a target of such retaliation may also seek relief in other available forums, as explained below in the section on Legal Protections.

4. Sexual harassment is offensive, is a violation of our policies, is unlawful, and may subject the Town to liability for harm to targets of sexual harassment. Harassers may also be individually subject to liability. Employees of every level who engage in sexual harassment, including managers and supervisors who engage in sexual harassment or who allow such behavior to continue, will be penalized for such misconduct.
5. The Town of Canajoharie will conduct a prompt and thorough investigation that ensures due process for all parties, whenever management receives a complaint about sexual harassment, or otherwise knows of possible sexual harassment occurring. The Town will keep the investigation confidential to the extent possible. Effective corrective action will be taken whenever sexual harassment is found to have occurred. All employees, including managers and supervisors, are required to cooperate with any internal investigation of sexual harassment.
6. All employees are encouraged to report any harassment or behaviors that violate this policy. The Town will provide all employees a complaint form for employees to report harassment and file complaints.
7. Managers and supervisors are **required** to report any complaint that they receive, or any harassment that they observe or become aware of, to the Town Supervisor.
8. This policy applies to all employees, paid or unpaid interns, and non-employees and all must follow and uphold this policy. This policy must be provided to all employees and should be posted prominently in all work locations to the extent practicable (for example, in a main office, not an offsite work location) and be provided to employees upon hiring.

What Is “Sexual Harassment”?

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender.

Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual’s sex when:

² A non-employee is someone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or anyone providing services in the workplace. Protected non-employees include persons commonly referred to as independent contractors, “gig” workers and temporary workers. Also included are persons providing equipment repair, cleaning services or any other services provided pursuant to a contract with the employer.

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;
- Such conduct is made either explicitly or implicitly a term or condition of employment; or
- Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.

A sexually harassing hostile work environment includes, but is not limited to, words, signs, jokes, pranks, intimidation or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory statements or sexually discriminatory remarks made by someone which are offensive or objectionable to the recipient, which cause the recipient discomfort or humiliation, which interfere with the recipient's job performance.

Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment.

Any employee who feels harassed should report so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be addressed under this policy.

Examples of sexual harassment

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
 - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
 - Rape, sexual battery, molestation or attempts to commit these assaults.
- Unwanted sexual advances or propositions, such as:
 - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
 - Subtle or obvious pressure for unwelcome sexual activities.
- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.
- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.

- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
 - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.
- Hostile actions taken against an individual because of that individual’s sex, sexual orientation, gender identity and the status of being transgender, such as:
 - Interfering with, destroying or damaging a person’s workstation, tools or equipment, or otherwise interfering with the individual’s ability to perform the job;
 - Sabotaging an individual’s work;
 - Bullying, yelling, name-calling.

Who can be a target of sexual harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York Law protects employees, paid or unpaid interns, and non-employees, including independent contractors, and those employed by companies contracting to provide services in the workplace. Harassers can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, customer or visitor.

Where can sexual harassment occur?

Unlawful sexual harassment is not limited to the physical workplace itself. It can occur while employees are traveling for business or at employer sponsored events or parties. Calls, texts, emails, and social media usage by employees can constitute unlawful workplace harassment, even if they occur away from the workplace premises, on personal devices or during non-work hours.

Retaliation

Unlawful retaliation can be any action that could discourage a worker from coming forward to make or support a sexual harassment claim. Adverse action need not be job-related or occur in the workplace to constitute unlawful retaliation (e.g., threats of physical violence outside of work hours).

Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in “protected activity.” Protected activity occurs when a person has:

- made a complaint of sexual harassment, either internally or with any anti-discrimination agency;

- testified or assisted in a proceeding involving sexual harassment under the Human Rights Law or other anti-discrimination law;
- opposed sexual harassment by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of harassment;
- reported that another employee has been sexually harassed; or
- encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

Retaliation against anyone acting in good faith that has made a complaint of sexual harassment, who has reported witnessing sexual harassment, or who has been involved in reporting, investigating, or responding to sexual harassment is a violation of the policy. Those found guilty of retaliatory action will be subject to discipline up to and including termination.

Reporting Sexual Harassment

Preventing sexual harassment is everyone's responsibility. The Town of Canajoharie cannot prevent or remedy sexual harassment unless it knows about it. Any employee, paid or unpaid intern or non-employee who has been subjected to behavior that may constitute sexual harassment is encouraged to report such behavior to a supervisor, manager or Town Supervisor. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior to a supervisor, manager or Town Supervisor.

Reports of sexual harassment may be made verbally or in writing. A form for submission of a written complaint is attached to this Policy, and all employees are encouraged to use this complaint form. Employees who are reporting sexual harassment on behalf of other employees should use the complaint form and note that it is on another employee's behalf.

Employees, paid or unpaid interns or non-employees who believe they have been a target of sexual harassment may also seek assistance in other available forums, as explained below in the section on Legal Protections.

Supervisory Responsibilities

All supervisors and managers who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing behavior or for any reason suspect that sexual harassment is occurring, **are required** to report such suspected sexual harassment to the Town Supervisor.

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Supervisors and managers will also be subject to discipline for engaging in any retaliation.

Complaint and Investigation of Sexual Harassment

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. Investigations will be conducted in a timely manner, and will be confidential to the extent possible.

An investigation of any complaint, information or knowledge of suspected sexual harassment will be prompt and thorough, commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. All persons involved, including complainants, witnesses and alleged harassers will be accorded due process, as outlined below, to protect their rights to a fair and impartial investigation.

Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. The Town of Canajoharie will not tolerate retaliation against employees who file complaints, support another's complaint or participate in an investigation regarding a violation of this policy.

While the process may vary from case to case, investigations should be done in accordance with the following steps:

- Upon receipt of complaint, the Town Supervisor will conduct an immediate review of the allegations, and take any interim actions (e.g., instructing the respondent to refrain from communications with the complainant), as appropriate. If complaint is verbal, encourage the individual to complete the "Complaint Form" in writing. If he or she refuses, prepare a Complaint Form based on the verbal reporting.
- If documents, emails or phone records are relevant to the investigation, take steps to obtain and preserve them.
- Request and review all relevant documents, including all electronic communications.
- Interview all parties involved, including any relevant witnesses;
- Create a written documentation of the investigation (such as a letter, memo or email), which contains the following:
 - A list of all documents reviewed, along with a detailed summary of relevant documents;
 - A list of names of those interviewed, along with a detailed summary of their statements;
 - A timeline of events;
 - A summary of prior relevant incidents, reported or unreported; and
 - The basis for the decision and final resolution of the complaint, together with any corrective action(s).
- Keep the written documentation and associated documents in a secure and confidential location.

- Promptly notify the individual who reported and the individual(s) about whom the complaint was made of the final determination and implement any corrective actions identified in the written document.
- Inform the individual who reported of the right to file a complaint or charge externally as outlined in the next section.

Legal Protections And External Remedies

Sexual harassment is not only prohibited by the Town of Canajoharie, but is also prohibited by state, federal, and, where applicable, local law.

Aside from the internal process at the Town of Canajoharie, employees may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

In addition to those outlined below, employees in certain industries may have additional legal protections.

State Human Rights Law (HRL)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State with regard to sexual harassment, and protects employees, paid or unpaid interns and non-employees, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints with DHR may be filed any time **within one year** of the harassment. If an individual did not file at DHR, they can sue directly in state court under the HRL, **within three years** of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to the Town of Canajoharie does not extend your time to file with DHR or in court. The one year or three years is counted from date of the most recent incident of harassment.

You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If sexual harassment is found after a hearing, DHR has the power to award relief, which varies but may include requiring your employer to take action to stop the harassment, or redress the damage caused, including paying of monetary damages, attorney's fees and civil fines.

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. You may call (718) 741-8400 or visit: www.dhr.ny.gov.

Contact DHR at (888) 392-3644 or visit dhr.ny.gov/complaint for more information about filing a complaint. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR's regional offices across New York State.

Civil Rights Act of 1964

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 U.S.C. § 2000e et seq.). An individual can file a complaint with the EEOC anytime within 300 days from the harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint, and determine whether there is reasonable cause to believe that discrimination has occurred, at which point the EEOC will issue a Right to Sue letter permitting the individual to file a complaint in federal court.

The EEOC does not hold hearings or award relief, but may take other action including pursuing cases in federal court on behalf of complaining parties. Federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An employee alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov.

If an individual filed an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the right to proceed in federal court.

Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists. For example, employees who work in New York City may file complaints of sexual harassment with the New York City Commission on Human Rights. Contact their main office at Law Enforcement Bureau of the NYC Commission on Human Rights, 40 Rector Street, 10th Floor, New York, New York; call 311 or (212) 306-7450; or visit www.nyc.gov/html/cchr/html/home/home.shtml.

Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. Contact the local police department.

Education

Personnel is responsible for the dissemination and enforcement of this policy as described herein as well as for providing opportunities for training in the prevention and awareness for sexual harassment in the workplace. The personnel office will provide assistance in identifying available training opportunities, as well as other resources and tools that can be incorporated into prevention materials for dissemination to Town of Canajoharie employees. Additionally, the Town will offer sexual harassment prevention training yearly per New York State law.

Confidentiality

The Town of Canajoharie shall maintain the confidentiality of investigations of sexual harassment to the fullest extent possible. The Town will act on the basis of anonymous complaints where it has reasonable basis to believe that there has been a violation of the Sexual Harassment Prevention Policy and that the safety and well-being of the Town of Canajoharie employees would be served by such action.

**RESOLUTION #16 of 2018
TO PURCHASE LAND FOR TOWN HIGHWAY GARAGE**

WHEREAS, the Town Board has identified a need to construct a new highway garage and has further identified a parcel of land deemed suitable for such purpose,

RESOLVED, that the Town Board hereby agrees to purchase a certain parcel of land identified as tax parcel # 108.-1-50.2, a parcel consisting of approximately 10.5 acres of land situate on State Highway 163 in the Town of Canajoharie, Montgomery County, New York, from present owner Terry Klock for the sum of \$27,000, for the intended purpose of constructing a new highway garage for the Town, and

FURTHER RESOLVED, that the funds for said purchase shall be paid from the Building Reserve Fund,

FURTHER RESOLVED, that the Supervisor is authorized to execute documents necessary to effectuate such purchase under the advisement of the town attorney.

Sponsor: Councilman Rodney Young
Second: Councilman John Toomey, Jr.

<u>VOTING:</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Supervisor Peter A. Vroman	X		
Councilman William Armitstead	X		
Councilman John Toomey, Jr.	X		
Councilman Rodney Young	X		
Councilman John Peruzzi, Sr.	X		

December 13, 2018
Laurie M. Vroman
Canajoharie Town Clerk

Resolution # of 2018 (Tabled)

TO ACCEPT AGREEMENT FOR CONTROL OF SNOW AND ICE ON COUNTY HIGHWAYS

WHEREAS, the Town of Canajoharie includes 41.60 miles of County Highway (40.97 +0.63 in Village of Ames,

WHEREAS, the County of Montgomery Department of Public Works has proposed an agreement for control of snow and ice on County Highways with the Town of Canajoharie as follows:

2019 Winter Amount/Mile: \$5,757.00- Total 2019 Snow/Ice Removal Contract: \$239,491.20

2020 Winter Amount/Mile: \$5,815.00-Total 2020 Snow/Ice Removal Contract: \$241,904.00

2021 Winter Amount/Mile: \$5,873.00-Total 2021 Snow/Ice Removal Contract: \$244,316.80

Sponsor: Supervisor Peter Vroman

Second: None

-Councilmen Armitstead and Toomey do not agree with what the County proposes, suggests not to sign the contract at this time until our county legislators are contacted

-Supervisor Vroman **tables** resolution accepting the agreement for control of ice and snow on county highways

Supervisor Vroman informs the Board that National Grid conducted a streetlight audit in the Town and determined that there were three streetlights not being paid for; Supervisor Vroman investigated and discovered that two out of the three streetlights were not in use, and the third light at Cherry Valley Rd. is on, he suggests to have the light turned off as it is not a high crime nor high traffic area

-Motion to turn off street light pole #3 at Cherry Valley Road by Supervisor Vroman, **seconded** by Councilman Toomey, **all in favor, unanimous ayes, motion carried**

-Supervisor Vroman will contact National Grid to turn off the streetlight

OLD BUSINESS-

Discussion as to whether or not to keep the aged exemption status quo

RESOLUTION #17 OF 2018

Partial Tax Exemption for Senior Citizens' Real Property

Whereas, On February 7, 1980, a public hearing was held to raise the income level for persons over age 65 from \$5,000.00 to \$5,500.00 and reduction of taxes by 50%,

Whereas, on February 7, 1980, a motion was introduced by then Councilman Val Warner, seconded by Councilman John Toomey to increase the income level for persons over age 65 from \$5,000.00 to \$5,500.00,

Whereas, the motion was carried at the February 7, 1980 Town Board meeting,

Whereas, the subject of raising the income level set February 7, 1980 for partial tax exemption for senior citizens' real property has been introduced,

RESOLVED: the Town Board of Canajoharie is upholding the aged exemption income level for persons over age 65 at \$5,500.00 and reduction of taxes by 50%.

SPONSOR: Supervisor Peter Vroman

SECOND: Councilman John Toomey

VOTING:	AYE	NAY	ABSENT
Supervisor Peter A. Vroman	X		
Councilman William Armitstead	X		
Councilman John Toomey	X		
Councilman Rodney Young	X		
Councilman John Peruzzi	X		

Dated December 13, 2018
Laurie M. Vroman
Town Clerk

Supervisor Vroman gives update on the proposed highway garage project; the Town has received a preliminary report from the engineering firm, Barton & Loguidice

-Councilman Young suggests that workshops need to be held with regard to figure out what is absolutely necessary in a new garage at present time; a proposed \$2.5 million garage is steep; He suggests the next phase after the land is secured is to research what is needed financially to build new in a financially responsible way—get prices/quotes for the basic needs of the garage; He also states that the Board needs to be committed to beginning and finishing this proposed project once it starts, Highway Superintendent Jones agrees

Supervisor Vroman- still openings on the ZBA and Planning Board; He has been approached by ZBA member, Michael Ehrenreich, who is interested in being appointed ZBA Chairman; Dennis McEwan may be interested in joining planning board, will confirm after 1st of new year

Councilman Young has not heard from the solar company; He will reach out to Atty. Bakner and possibly NYSERDA about permitting fees; Rodney will also contact financial rep re: intervenor funds

HIGHWAY SUPERINTENDENT- inquires as to the Board’s wishes regarding purchase of a brand new grader, if they approve purchase of a brand new grader, need to order one now in anticipation of summer work; Discussion between Superintendent Jones and Councilman Armitstead

-Councilman Armistead not in favor of purchasing a brand new grader which would cost the taxpayers approximately \$300K; explains there is a used grader available that is driveable, no rust, brakes do need fixing; The Town could purchase at a cost of \$10K vs. \$300K

-Superintendent Jones does not agree, he counters that the used grader is not much older than the Town has now; the used grader in question would need the brakes fixed at an expensive cost; He explains the department needs a grader to push the snow banks back, the big trucks cannot, and need a grader for the summer work

-Councilman Toomey makes a **motion to acquire a quote from an accredited CAT dealer as to the cost of repairing the used grader, as well as the condition of the used grader, seconded** by Supervisor Vroman, **all in favor, ayes, motion passed**

-Councilman Young- suggests looking on Auctions International for a grader

-Councilman Peruzzi expresses his belief that the purchase of the used grader would be just in the meantime until the Town decided it was ready to purchase a brand new one after all options have been looked into

TOWN CLERK- nothing to report

TOWN BOOKKEEPER- Closing the year in fairly good shape; No December planning board meeting

TOWN OF CANAJOHARIE-12/8/18
CASH REPORT NOVEMBER 30, 2018

CHECKING ACCOUNTS	
General	\$ 7,168.27
Fire District	\$ 39.86
Consolidated Health	\$ 25.28
Highway Town Wide	\$ 68,063.20
Highway Part Town	\$ 71,614.23
Trust & Agency	<u>\$ 328.34</u>
Total	\$147,239.18

MONEY MARKET ACCOUNTS	
General	\$ 29,209.56
Highway Town Wide	\$ 14,414.85
Highway Part Town	<u>\$265,566.03</u>
Total	\$309,190.44

SAVINGS ACCOUNTS	
Consolidated Health	\$ 1,494.55
Highway Cap Reserve	\$ 16,791.36
Gen-Cap Reserve-Garage	\$234,768.44
Gen-Cap Reserve-land	<u>\$ 53,856.65</u>
Total	\$306,911.00

BUDGET AMENDMENT		
INCREASE REVENUE	INCREASE EXPENDITURE	AMOUNT
State Aid A3089	Consultants A8989.4	\$26072.75
Solar Project Aid and Expense		

BUDGET TRANSFERS		
TSF FROM	TRS TO	AMOUNT
A1990.4 Contingency	A1220.4 Supervisor Contractual	\$ 600.00
A1990.4 Contingency	A1410.4 Town Clerk Contractual	\$ 300.00
A1990.4 Contingency	A1670.4 Printing & Mailing Cont	\$ 300.00
A1990.4 Contingency	A5132.4 Garage Contractual	\$9000.00
A1990.4 Contingency	A8989.4 Consultants (Garage Plans)	\$1695.21
A1990.4 Contingency	A9010.8 Retirement	\$ 986.74
A1990.4 Contingency	A9030.8 Social Sec/Medicare	\$ 500.00
A1990.4 Contingency	A1620.1 Buildings Personal	\$ 230.00
B3620.4 Safety Insp Contr	B9040.8 Workers Comp	\$ 194.93
DA5142.1 Snow Rem Pers	DA5142.4 Snow Rem Contr	\$3291.38
DA5142.1 Snow Rem Pers	DA5148.4 Serv Othr Govts	\$ 614.25

Respectfully submitted,
Amy S. Kretser
Town Bookkeeper

BILLS

The clerk presented the following bill vouchers for approval:

General fund vouchers #244 through #267, totaling \$23,837.57;

Highway fund vouchers #236 through #258, totaling \$56,183.25

On a **motion** by Supervisor Vroman, **seconded** by Councilman Toomey, the bills were **unanimously approved** for payment.

9:30pm-Motion to enter Executive Session by Supervisor Vroman, **seconded** by Councilman Toomey, **all in favor, unanimous ayes**; Budd St. litigation

9:31pm-Motion to exit Executive Session by Supervisor Vroman, **seconded** by Councilman Peruzzi, **all in favor, unanimous ayes**

Adjournment

On a **motion** by Supervisor Vroman **seconded** by Councilman Young, all in favor, unanimous ayes, the meeting was adjourned at 9:31PM.

Respectfully submitted,

Laurie M. Vroman, Town Clerk