

**State of New York
County of Fulton
Town of Stratford REGULAR MEETING MINUTES
Municipal Building, 120 Piseco Road
January 10, 2019**

Present:

Alicia Rice	Supervisor
Richard Fogarty	Councilman
Allan Perkins	Councilman
Joan Ploss	Councilwoman
Lorraine Rumrill	Councilwoman
Heather VanDenburgh	Town Clerk
Charles Goodwin	Highway Superintendent
Norman Wright	Code Enforcement Officer

Absent:

Karen Jaquay	Dog Control Officer
Michael Sokira	BTI Director

Town Officials Not Required to Attend:

Leigh Anne Loucks	Assessor
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Number of Residents in Attendance: 8

Supervisor Rice called the Regular Board Meeting to order at 6:31pm with the Pledge of Allegiance.

Correspondence:

No correspondence for January 2019.

REPORTS:

Highway Superintendent Goodwin's report was reviewed by the Town Board (See attached). Supt. Goodwin reported minor breakdowns, and having to dig out a ditch on county highway 119 to prevent water from running over road. He had reported the problem to Fulton County previously, to no avail. The county bridge on county highway 119 (below Voorhees Road) was also repaired. Supt. Goodwin informed Fulton County multiple times that it had a large hole, but they did not send anyone to repair it. Stratford Fire Department called to report the hole as an emergency, and it was repaired New Year's day.

Code Enforcement Officer Wright's report was reviewed by Town Board (See attached). On Tuesday, January 15th, CEO Wright will have 2 court case appearances. He reported that it is a slow time of year. Super. Rice reiterated to the public that if they are unsure whether a property has a building permit, they should contact CEO Wright for further clarification. She also reminded the public that construction debris cannot be burned, and that the minimum fine is \$500 by the DEC if you are found to be doing so.

There was no Assessor report for this month.

Dog Control Officer Jaquay's report was reviewed by Town Board (See attached). Super. Rice sends her best wishes to Assistant DCO Harry Jaquay, who has been ill.

There was no BTI report for this month.

The Town Clerk verbally reported for January 2019: TC VanDenburgh reported that an additional \$559.70 will be given to Supervisor Rice to close out her 2018 General Fund, zeroing her bank account in preparation for fiscal year 2019. Supervisor Rice brought up a situation that occurred regarding the issuance of transfer station permits, and a discussion was had between the Board Members on possible policy changes. No changes were made at this time.

Judge Arena requested that he be added to the monthly report. He has collected \$1,330.00 in fines since he has taken over as Stratford Town Judge.

Supervisor Rice's Report:

Super. Rice has had many questions on the 2019 tax bills, and stated that the column that starts with 17.1% doesn't mean that taxes have increased 17.1%. She said this number does not impact Stratford, and to please disregard it. The Stratford Fire Dept. had 40+ calls for 2018, the most common being hazardous conditions (power lines down), or ATV accidents. We both provided and received mutual aid from Salisbury Fire Department. Stratford Fire Dept. responded to every call in 2018.

Sexual Harassment Policy: A discussion regarding the requirement for a Sexual Harassment policy occurred. The Town Board members wish to look into various kinds of training available, and want to investigate how other townships are planning to implement their policy.

RESOLUTION 6-19, TOWN OF STRATFORD SEXUAL HARASSMENT POLICY

Introduction

The Town of Stratford 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'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 Supervisor**. 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 Stratford's** 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

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.

information, or otherwise assists in any investigation of a sexual harassment complaint. The Town of Stratford will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual harassment. Any employee of The Town of Stratford who retaliates against anyone involved in a sexual 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 Town of Stratford 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 Stratford 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 of Stratford 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 of Stratford 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.

Reporting Sexual Harassment

Preventing sexual harassment is everyone's responsibility. The Town of Stratford 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 Stratford 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 Stratford but is also prohibited by state, federal, and, where applicable, local law.

Aside from the internal process at the Town of Stratford, 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 Stratford 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.

A motion was offered on January 10, 2019 by Councilwoman Rumrill, seconded by Councilman Fogarty, to approve the sexual harassment policy provided above

5 AYES **Rice, Fogarty, Perkins, Ploss, Rumrill**
0 NAYS

LED Street Lighting:

Super. Rice stated she was “unhappy” with the NYPA LED contractual conditions she received via email. It states in the email that *“Conversely, should you decide not proceed with the implementation of the project, the Town of Stratford agrees to reimburse NYPA for all costs incurred up to the termination date for the development, design and bidding of the project.”* She stated that these costs are unknown, making this agreement unclear as to what Stratford would be liable for. She does not want to discuss the signing of this agreement until she receives further clarification from NYPA. She has postponed this discussion until February 2019 meeting.

Financial Report:

Super. Rice spoke about her obligations to provide financial documents to the Board Members, and how she provides almost all financial documents to them monthly, with the exception of cancelled checks. She stated that she does not want to make photocopies of cancelled checks. She discussed implementing a system that the Board Members could periodically review the cancelled checks, either by passing the binder at meetings, or setting up an audit between two board members outside of a meeting.

JANUARY ABSTRACTS:

2019 GENERAL FUND	VOUCHERS 1-4	\$	378.70
2019 PREPAID FUND	VOUCHERS 1-4	\$	264.00
2019 HIGHWAY FUND	NO VOUCHERS	\$	0.00

END OF YEAR 2018 ABSTRACTS:

2018 EOY GENERAL FUND	VOUCHERS 138-145	\$	1,759.66
2018 EOY PREPAID FUND	VOUCHERS 168-181	\$	6,578.02
2018 EOY HIGHWAY FUND	VOUCHERS 170-185	\$	13,895.91

A motion was offered by Councilwoman Ploss seconded by Councilwoman Rumrill to approve the payment of these vouchers.

5 AYES **Rice, Fogarty, Perkins, Ploss, Rumrill**
0 NAYS

RESOLUTION 7-19, End Of Year 2018 Budget Transfers

Approving the following budget transfers as necessary to balance the 2018 budget, as well as allowing for any necessary transfers to complete and process the AUD to ensure accuracy.

Increase:

A1010.4	Town Board Contractual	\$111.81
A1220.4	Town Supervisor Contractual	\$377.86
A1220.41	Payroll Software Contractual	\$227.11
A1410.41	Town Clerk Software Contractual	\$580.00
A1420.4	Attorney Contractual	\$.35
A1620.1	Buildings Personnel Services	\$ 15.02
A1670.4	Central Printing Contractual	\$ 938.56
A1910.4	Municipal Insurance Contractual	\$ 288.00
A3620.4	Safety Inspections Contractual	\$457.29
A5010.4	Highway Super Contractual	\$147.50
A5132.4	Garage Contractual	\$142.49
A9060.8	Health Insurance Contractual	\$242.88

Decrease:

A1990.4	Contingency Contractual	\$3,528.87
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Offered by Councilwoman Ploss, seconded by Councilwoman Rumrill

**ADOPTED 5 AYES
0 NAYS**

Rice, Fogarty, Perkins, Ploss, Rumrill

PUBLIC SPEAKING: Commenced at 7:22pm

N. Rissmeyer questioned the plow truck purchase, and stated that DCO and Assistant DCO Jaquay are in his thoughts. He asked questions about the 284 Highway Agreement, and Supervisor Rice stated that this can be amended at any time when necessary. A suggestion was made about the posting of the Transfer Station policy- TC VanDenburgh stated that she has posted the new Transfer Station policy on every public board, on the StratfordNY.com website, on the Stratford Facebook page, and sent the yearly legal notification to the paper about it. There was a question about what Salisbury was doing with their old Jaws of Life, now that they've purchased a new one. They suggested that Stratford purchase the old set. Councilwoman Rumrill will ask. A discussion was had about the sexual harassment policy and whether it would be paid or unpaid. Super. Rice said she would check into this, to see if there are special rules for municipalities. A complaint was made about the Plac property on 29A. The gentleman stated that this property was condemned in 1991, and he personally read the notice from the NYS police. The notice was then covered up and removed, and he questioned why the property still remains. Super. Rice stated that she is working on a better documentation system with CEO Wright so that we are able to search the history of properties. At this time, it's difficult to find out what happened almost 30 years ago. J. Buompastore spoke about the ½ acre adjoining parcel to his property, and the junk on it. He stated there was an open dug well without cover, creating a dangerous hazard. There is also outhouses, bath tubs, and other debris; Super. Rice stated we will look into the local law regarding the limitations of living on inhabitable property. CEO Wright will speak to J. Buompastore to clarify where this is after the meeting. Thanks was given to Councilman Fogarty for his generous donation of the new kitchen installation.

PUBLIC SPEAKING: Closed at 8:01pm

OLD BUSINESS: Council. Fogarty requested the revised job description of the Code Enforcement Officer. Super. Rice stated that job descriptions are filed with the Town Clerk, and will provide one to Council. Fogarty at the next meeting.

NEW BUSINESS: Super. Rice stated that the Town Board will now conduct the Supervisor and Town Clerk audit, and that the meeting was otherwise concluded. People were welcome to stay while the audit was conducted.

AUDITS: commenced at 8:12pm. During this time, Super. Goodwin and CEO Wright left the meeting and 4 public members remained in the Town Hall socializing.

Super. Rice provided check stubs, cancelled checks, reconciliation sheet. She stated that one \$50 check was unaccounted for in 2018, one written to Assessor Loucks for postage. There are a few outstanding December checks that had not been cashed yet. Councilman Fogarty asked about a time limit on outstanding checks before putting a stop payment on one. Super. Rice answered questions regarding balances; she stated that it's difficult to be completely accurate due to automatic withdrawals and when checks are cashed.

TC VanDenburgh provided the required financial materials to the Town Board Members from the "Checklist for initial review of Town Clerk Records." She answered questions, and the Board Members spot checked her bank statement and check book to their satisfaction. TC VanDenburgh explained her system and answered questions. A completion of this audit is on file with the Town Clerk.

Super. Rice stated that the insurance bill for Stratford is due in January, and requested permission to prepay this before next meeting. Council. Fogarty again asked about double signatures on checks over a certain amount; he stated that if two signatures were required, then a Board Member and Super. Rice could pay these bills between meetings without asking permission. A discussion was had, and Super. Rice indicated that this would be a more difficult system than Council. Fogarty expects it to be.

With all business concluded, on a motion from Councilwoman Rumrill and seconded by Councilman Fogarty, the January 2019 regular meeting was adjourned at 9:03pm.

5 AYES **Rice, Fogarty, Perkins, Ploss, Rumrill**
0 NAYS

-Heather VanDenburgh, Town Clerk

REGULAR MEETING
January 10, 2018
AGENDA

1. Call to order of regular meeting
2. Correspondence
3. Reports
 - Highway Superintendent
 - ✓ Contract with highway
 - Codes Enforcer
 - Assessor
 - Dog Control Officer
 - BTI Director
 - Judge
 - Town clerk
 - Supervisor
4. Sexual harassment policy
5. LED street lighting
6. Financial report
7. Monthly budget update report
 - Resolution for budget transfers
8. Payment of bills
11. Public speaking
12. Old Business
13. New Business
14. Adjournment

Town Of Stratford DCO Report For
December 13th, 2018 to January 9th, 2019

1. I still have not been able to get an appointment with Ag and Mkts. This is entirely my fault. I will try and get this done as soon as possible.
2. I have been on call all month and received no calls.
3. I will be spending this month catching up on all that has been pending the past couple of months.

Town Of Stratford DCO

Karen Jaquay

Ceo report.

Dec.=11th-jan.=7th

2 inspections
2 meetings
a few calls

Highway Report 1-8-15

*Doing alot plow And sand Road's
Bun checking Road's alot
Working on Equipment sand and plow And Trucks
And putting Road's up*

*Highway Superintendent
Charles Borker*