

**REGULAR TOWN BOARD MEETING  
HELD AT THE MANSFIELD TOWN HALL  
IN EDDYVILLE  
NOVEMBER 19, 2018 AT 7:00 P.M.**

**PRESENT**

**Robert Keis, Town Supervisor  
Nancy Meeder, Councilwoman  
Larry Johnson, Councilman**

**ABSENT**

**Brad Hurley, Highway Superintendent  
Greg Meyer, Councilman  
Robert Schmidt, Councilman**

**PLEDGE OF ALLEGIANCE/MEETING BROUGHT TO ORDER**

After all those present said the Pledge of Allegiance, Supervisor Keis brought the November Town Board Meeting to order.

**TOWN BOARD MEETING MINUTES OCTOBER 15, 2018/APPROVED**

For approval of the October 15, 2018 Town Board Meeting Minutes **A MOTION WAS GIVEN BY** Councilman Johnson seconded by Councilwoman Meeder no opposed carried to approve the meeting minutes by correcting in the third paragraph, after the word located, should read WestMont Subdivision.

**SUPERVISOR AND TOWN CLERK'S FINANCIAL REPORTS/APPROVED**

After Supervisor Keis presented his financial reports and financial reports of Town Clerk **A MOTION WAS MADE BY** Councilman Meeder seconded by Councilman Johnson no opposed carried to approve the financial reports of Supervisor and Town Clerk.

**SALT/STORAGE SHED BUILDING**

With regard to the construction of the Town's Salt Storage Building, Supervisor Keis stated that as of this date, highway is ready for pouring the asphalt weather conditions pending.

**ABSTRACT**

Supervisor Keis informed Board members due to the Salt/Storage Building a new fund account was established called Capital Project, account number H5142.2

**BOARD OF ASSESSMENT REVIEW**

With regard to the resignation of Marilyn Hintz from the Board of Assessment Review. Supervisor Keis stated that Ed Chapman is interested in filling this position. For Board approval **A MOTION WAS MADE BY** Councilwoman Meeder seconded by Councilman Johnson no opposed carried to appoint Ed Chapman to the Board of Assessment Review his term will begin immediately and will end September 30, 2019. As required Ed must attend a BOA training.

**HEAT SENSORS FOR THE HIGHWAY GARAGE**

Regarding the heat sensors for the Highway Garage, Supervisor Keis stated there was no update.

**TOWN OF MANSFIELD POLICY AGAINST DISCRIMINATION AND HARASSMENT POLICY/ADOPTED**

With regard to prior discussion whereby the State is requiring municipalities to have a Sexual Harassment Policy in place, Supervisor Keis provided those present with copies of a discrimination and harassment policy. After discussion and review, **A MOTION WAS MADE BY** Councilwoman Meeder seconded by Councilman Johnson no opposed carried to pass a RESOLUTION to adopt the policy as the Official Policy to be called "Town of Mansfield Policy Against Discrimination and Harassment" Effective November 19, 2018.

According to the policy the Town must appoint two employees to be Compliance Officers, should there be any potential questions and/or harassment and discrimination complaints. Supervisor Keis designated Highway Superintendent Hurley. Councilman Johnson volunteered to be a Compliance Officer.

**SEXUAL HARASSMENT POLICY**

After discussion Supervisor Keis designated Highway Superintendent Brad Hurley and Councilman Larry Johnson, to be Town of Mansfield Compliance Officers, effective November 19, 2018.

Supervisor Keis stated that NYMIR is hosting a webinar on Understanding Recent Changes to New York State Sexual Harassment Legislation on November 28<sup>th</sup> those interested may contact Supervisor Keis. Supervisor Keis will keep the Board updated to additional training dates.

**TOWN OF MANSFIELD KENT ROAD OVER MANSFIELD CREEK CULVERT ID MANSFIELD #32**

Highway Superintendent Hurley was in receipt of a letter from the New York State Department of Transportation regarding the 2018 BRIDGE NY Program application, whereby, the Town was not selected for funding through the program. The letter stated that projects were selected through a competitive scoring process and consideration of available funds.

**SUPERVISOR KEIS THREE CHECKING ACCOUNTS AUDITED/APPROVED**

After Board members audited Supervisor Keis three checking accounts **A MOTION WAS GIVEN BY** Councilman Johnson seconded by Councilwoman Meeder no opposed carried to acknowledge and approve Supervisor Keis three checking accounts that were in balance as presented.

**AUDIT OF BILLS/APPROVED**

After Board members audited billing statements submitted for payment **A MOTION WAS MADE BY** Councilman Johnson seconded by Councilwoman Meeder no opposed carried to pay the following:

General Fund Voucher Numbers 225 to 244 in the amount of \$18,733.75  
Highway Fund Voucher Numbers 175 to 190 in the amount of \$99,477.31  
Capital Project Voucher Numbers 1 to 3 in the amount of \$\$229,583.43

A motion to adjourn was given by Councilman Johnson seconded by Councilwoman Meeder at 8:10 p.m.

Respectfully Submitted,

Betty Jane Horning, Town Clerk