

**Regular Monthly Meeting
Caledonia Town Board
October 11, 2018**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held October 11, 2018, at 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

Supervisor Pangrazio called the meeting or order and led in the Pledge of Allegiance.

<u>PRESENT:</u>	Supervisor	Daniel Pangrazio
	Councilman	Mark Rothrock
	Councilman	Tim Anderson
	Councilwoman	Pam Rychlicki
	Councilman	Todd Bickford
	Town Clerk	Laurie Sattora

OTHERS: Code Enforcement Officer Tom Perkins, Fred Shelley, Project Engineer BME Associates

RESOLUTION -112-2018

SEPTEMBER 6, 2018 MINUTES

On motion of Councilman Anderson, seconded by Councilman Bickford the following resolution was

ADOPTED- Aye- Pangrazio, Anderson, Bickford, Rychlicki, Rothrock Absent –0 Nay-0

RESOLVED, the minutes of September 6, 2018 be approved as presented.

RESOLUTION-113-2018

SEPTEMBER 27, 2018 MINUTES

On motion of Councilman Anderson, seconded by Councilman Bickford the following resolution was

ADOPTED- Aye- Pangrazio, Anderson, Bickford, Rychlicki, Rothrock Absent –0 Nay-0

RESOLVED, the minutes of September 27, 2018 be approved as presented.

OPEN FORUM

BME ASSOCIATES – TRACTOR SUPPLY COMPANY

Fred Shelley Project Engineer for BME Associates gave a presentation to the Town Board on the proposed development of a Tractor Supply Store to be developed on Caledonia Avon Road. Mr. Shelley showed the Board preliminary drawings for a 19,097+ square foot store on a 4.1-acre parcel to be subdivided from an existing parcel 64-acre parcel owned by Meyers Campers.

OPEN PUBLIC HEARING FOR PROPOSED LOCAL LAW NO. 2 FOR 2018-7:15 P.M.

Supervisor Pangrazio declared the Public Hearing open at 7:15 P.M. for Proposed Local Law No. 2 For 2018. Town Clerk Laurie Sattora read the Notice of Hearing for the record. Supervisor Pangrazio asked those in attendance and the Board if they had any questions or comments. No one was present, and the Board had no comments at this time.

OPEN FORUM CONTINUED – BME ASSOCIATES-TRACTOR SUPPLY

Discussion continued with Town Board on preliminary site plan drawings of the Tractor Supply Store to be developed in the Town of Caledonia on Caledonia Avon Road by the current Meyers RV Property. The Town Board reviewed the preliminary drawings which showed setbacks, lot coverage, and parking on the property along with the building rendering. The Board shared with Mr. Shelley some pictures of the Tractor Supply Store located in Honeoye Falls Lima as this proposed project will be part of the gateway into Caledonia. The Board requested that the proposed project look like the HFL tractor supply store. The Board discussed that this project would be a great fit for Caledonia and will send a letter to the Town of Caledonia Planning Board so that they may appear in November for Site Plan Review and that the Planning Board will send the project on to Livingston County for review of the proposed project.

ANNOUNCEMENTS & COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- Fall Workshop for Planning and Zoning training on November 14th.
- A copy of the quarterly report for the Town of Caledonia from CHS Ambulance Services.
- Letter from Livingston County Development to Mr. William White to congratulate him on receiving funding through the Livingston County Sign and Façade Program for 3096 Main Street.

- Livingston County Planning Board Agenda.
- Home Town Holidays Parade will be held on December 1, 2018.
- Letter from the Caledonia Planning Board Chairman requesting that the Town review the existing Solar Law and to consider implementing a Solar Moratorium.
- Letter from Supervisor Pangrazio to the Planning Board that NYSERDA will be contacting them in the near future for Solar Training opportunities.

DEPARTMENTS AND COMMITTEES

PETER SKIVINGTON – TOWN ATTORNEY

Attorney Skivington was not required to attend tonight’s meeting, but he is working on the Pilot Agreement and Decommissioning Bond for the Livingston 4 Solar Project.

TOM PERKINS – CODE ENFORCEMENT OFFICER

Code Enforcement Officer Tom Perkins updated the Board on Oak Knolls Manor. Oak Knolls Manor has received final Planning Board approval and is planning on opening in the spring of 2019. Lime Rock Race Track will be making improvements to its track.

PAM RYCHLICKI – PLANNING BOARD

Councilwoman Rychlicki reported to the Board on the September Planning Board Meeting.

MARK SCHROEDER – HIGHWAY DEPARTMENT

Highway Superintendent Mark Schroeder was unable to attend tonight’s meeting. Supervisor Pangrazio reported on the jobs that the Highway Department has completed and is working on.

TOWN CLERK – LAURIE SATTORA

Clerk's Monthly Report

September 01, 2018 - September 30, 2018

Account #	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	18	243.71
	Marriage Lic.	MARRIAGE LICENSE FEE	1	17.50
			Sub-Total:	\$261.21
A1603	MISCELLANEOUS CASH	Death Certificates	4	40.00
			Sub-Total:	\$40.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	111	1,110.00
			Sub-Total:	\$1,110.00
A2544	Dog Licensing	Female, Spayed	19	114.00
		Female, Unspayed	1	12.00
		Male, Neutered	23	138.00
		Male, Unneutered	1	12.00
	Late Fee	Late Fee	4	20.00
			Sub-Total:	\$296.00
B2110	PLANNING/ZONING	Building Permits	3	135.30
			Sub-Total:	\$135.30
			Total Local Shares Remitted:	\$1,842.51
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund			48.00
Amount paid to:	NYS Environmental Conservation			4,759.29
Amount paid to:	State Health Dept. For Marriage Licenses			22.50
Total State, County & Local Revenues:	\$6,672.30	Total Non-Local Revenues:	\$4,829.79	

RESOLUTION 114-2018

ACCEPT SEPTEMBER 2018 TOWN CLERK'S MONTHLY REPORT

On motion of Councilman Bickford seconded by Councilman Anderson the following resolution was ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Bickford, Rychlicki Nay-0 Absent –0
RESOLVED, that the September 2018 Town Clerk's monthly report is approved as presented.

CLOSE PUBLIC HEARING 7:45 P.M. LOCAL LAW No. 2 FOR 2018 – TAX CAP OVERRIDE

Supervisor Pangrazio asked if any Board Members or anyone from the public would like to speak on the Proposed Local Law. No one present had any questions or concerns, so Supervisor Pangrazio closed the public hearing.

OLD BUSINESS

SUPERVISOR PANGRAZIO-TAX CAP OVERRIDE

Supervisor Pangrazio gave a brief overview of the Local Law. This Local Law is to override the limit on the amount of real property taxes that may be levied by the Town of Caledonia, County of Livingston pursuant to General Municipal Law §3-c, and to allow the Town of Caledonia, County of Livingston to adopt a Town Budget for the fiscal year 2019 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c.

SUPERVISOR PANGRAZIO -2019 BUDGET

Supervisor Pangrazio and the Board discussed the 2019 Budget. Supervisor Pangrazio stated that the 2019 Budget is currently under the Tax Cap Levy limit, but Supervisor Pangrazio and the Board agreed it was fiscally prudent to adopt the Local Law as a precautionary measure due to uncontrollable costs.

NEW BUSINESS

RESOLUTION 115-2018

ADOPTION LOCAL LAW No. 2 FOR 2018-TAX CAP OVERRIDE

On motion of Councilman Rothrock seconded by Councilman Bickford the following resolution was ADOPTED – Aye – Pangrazio, Anderson, Rychlicki, Bickford, Rothrock Nay-0 Absent –0

RESOLVED, whereas at a meeting held on September 6, 2018 a proposed Local Law was introduced. A Local Law to override the tax levy limit established in General Municipal Law §3-c. After holding a public hearing on October 11, 2018 required by Town Law and having complied with the requirement of notice and publication to consider such Local Law, the Town Board of the Town of Caledonia did adopt such Local Law as Local Law No. 2 For The Year 2018.

SECTION 1: LEGISLATIVE INTENT. It is the intent of this Local Law to override the limit on the amount of real property taxes that may be levied by the Town of Caledonia, County of Livingston pursuant to General Municipal Law §3-c, and to allow the Town of Caledonia, County of Livingston to adopt a Town Budget for the fiscal year 2019 that requires a real property tax levy in excess of the "tax levy limit" as defined by General Municipal Law §3-c. The Town of Caledonia is concerned about uncertainties in the existing Tax Cap Law, including how uncertain expenditures mandated by law and uncertain expenditures and revenues controlled by the County and State interact with the Tax Cap. The Town Board is obligated to prepare a responsible budget, which meets the Town's mandated obligations and provides beneficial services, while minimizing the tax burden on the citizens of Caledonia.

SECTION 2: AUTHORITY. This Local Law is adopted pursuant to subdivision 5 of General Municipal Law §3-c, which expressly authorizes the Town Board to override the tax levy limit by the adoption of a Local Law approved by a vote of sixty percent (60%) of the Town Board.

SECTION 3: TAX LEVY LIMIT OVERRIDE. The Town Board of the Town of Caledonia, County of Livingston is hereby authorized to adopt a budget for the fiscal year 2019 that requires a real property tax levy in excess of the limit that is specified in General Municipal Law §3-c.

SECTION 5: EFFECTIVE DATE. This Local Law shall take effect immediately upon filing with the Secretary of State.

Copies of this Local Law are available at the Caledonia Town Office, 3109 Main Street, Caledonia, New York during normal business hours.

RESOLUTION 116-2018

TENTATIVE TO PRELIMINARY BUDGET FOR 2019

On motion of Councilman Anderson seconded by Councilwoman Rychlicki the following resolution was ADOPTED –Aye- Pangrazio, Rychlicki, Rothrock, Anderson, Bickford Nay-0 Absent – 0

RESOLVED, that the Tentative Budget for 2019 be accepted with no changes and will now become the Preliminary Budget for 2019.

RESOLUTION 117-2018

2019 BUDGET PUBLIC HEARING

On motion of Councilman Rothrock seconded by Councilman Bickford the following resolution was

ADOPTED -Aye- Pangrazio, Rychlicki, Rothrock, Anderson, Bickford Nay-0 Absent – 0

WHEREAS, the Tentative Budget for 2019 has been prepared and presented to the Town Board, and

WHEREAS, the Town Board has reviewed such Tentative Budget and adopted it as the Preliminary Budget, therefore be it

RESOLVED, that the Town Board meet and review the Preliminary Budget for the year 2019 and hold a Public Hearing thereon at the Town Hall, 3109 Main Street, Caledonia, NY, at 7:15 P.M., on November 8, 2018, and that the Clerk shall give due notice of such public hearing in the manner as provided in Section 108 of Town Law.

RESOLUTION 118– 2018

SEXUAL HARASSMENT POLICY

On motion of Council Anderson, seconded by Councilman Bickford, the following resolution was

ADOPTED- AYE – Pangrazio, Bickford, Anderson, Rychlicki, Rothrock Nay – 0 Absent - 0

WHEREAS, The Town of Caledonia currently has an Anti- Harassment Policy that was previously amended by Resolution 63-2003 on April 10, 2003; and

WHEREAS, the 2018-2019 New York State Budget, which was enacted on April 12, 2018, included several new state laws concerning sexual harassment in the workplace; and

WHEREAS, public and private employers are now required to maintain a written sexual harassment prevention policy that meets certain specified minimum standards under the new legislation; now therefore be it

RESOLVED, that the Town of Caledonia Town Board hereby adopts the following Sexual Harassment Policy, effective immediately, said policy is to supersede the existing policy.

TOWN OF CALEDONIA SEXUAL HARASSMENT POLICY

INTRODUCTION

It is the Policy of Town of Caledonia to strongly oppose and prevent any form of discrimination. Sexual harassment is a form of workplace discrimination. The Town of Caledonia is committed to maintaining a workplace free from any form of sexual harassment, and all employees are required to work in a manner that prevents harassment in the workplace. This Policy is one component of The Town of Caledonia's commitment to a discrimination-free work environment.

Sexual harassment is against the law. All employees have a legal right to a workplace free from sexual harassment, and employees can enforce this right by filing a complaint internally with the Town of Caledonia, or with a government agency or in court under federal, state or local antidiscrimination laws.

POLICY:

Application of Policy. Town of Caledonia's Policy applies to all employees, applicants for employment, interns, whether paid or unpaid, contractors and persons conducting business with the Town of Caledonia.

Policy. 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, up to and including termination. Any employee or individual covered by this Policy who submits a claim that is false or otherwise not in good faith will be subject to remedial and/or disciplinary action, up to and including termination.

Retaliation Prohibition. No person covered by this Policy shall be subject to adverse employment action including being discharged, disciplined, discriminated against, or otherwise subject to adverse employment action because the employee reports an incident of sexual harassment, provides information, or otherwise assists in any investigation of a sexual harassment complaint. It is the Policy of the Town of Caledonia to

strongly oppose and prevent any form of retaliation against anyone who in good faith complains or provides information about suspected sexual harassment. Any employee of the Town of Caledonia who retaliates against anyone involved in a sexual harassment investigation will be subjected to disciplinary action, up to and including termination. Any employee paid or unpaid intern, or non-employee working in the workplace who believes they have been a victim of such retaliation may also seek compensation in other available forums, as explained below in the section on Legal Protections.

Effects of Sexual Harassment. Sexual harassment is offensive, is a violation of our policies, is unlawful, and subjects the Town of Caledonia to liability for harm to victims 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 knowingly allow such behavior to continue, will be penalized for such misconduct.

Investigation and Corrective Action. The Town of Caledonia will conduct a prompt, thorough and confidential investigation that ensures due process for all parties, whenever management receives a complaint about sexual harassment, or otherwise knows of possible sexual harassment occurring. 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.

Reporting by Employees. All employees are encouraged to report any harassment or behaviors that violate this policy. The Town of Caledonia will provide all employees a complaint form for employees to report harassment and file complaints.

Reporting by Managers and Supervisors. Managers and supervisors are required to report any complaint that they receive, or any harassment that they observe to the Town Supervisor, or Town Board Member. Supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Posting of Policy. This policy must be posted prominently in all work locations 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, 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:

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 complaining 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 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.

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 consists of words, signs, jokes, pranks, intimidation or physical violence which are of 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 complain 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 assaults of a sexual nature, such as:

Touching, pinching, patting, 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 victim'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, jokes or comments about a person's sexuality or sexual experience, which create a hostile work environment.

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. A perpetrator of sexual harassment 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 or not during work hours.

WHAT IS "RETALIATION"?

Unlawful retaliation can be any action that would keep 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.

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:

filed 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 board member of harassment; complained that another employee has been sexually harassed; or encouraged a fellow employee to report harassment.

REPORTING SEXUAL HARASSMENT

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

Reports of sexual harassment may be made orally 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 victim 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 board members 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, or to Town Board Member.

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors and board members 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 suspected sexual harassment will be investigated, whether that information was reported in oral 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 and should be completed within 30 days if possible. The investigation will be confidential to the extent possible. All persons involved, including complainants, witnesses and alleged perpetrators will be accorded due process 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. Employees who participate in any investigation will not be retaliated against.

Investigations will be done in accordance with the following steps:

Upon receipt of complaint, the Town Supervisor or another individual designated by the Town Board will conduct an immediate review of the allegations, and take any interim actions, as appropriate. If complaint is oral, encourage the individual to complete the "Complaint Form" in writing. If he or she refuses, prepare a Complaint Form based on the oral reporting.

If documents, emails or phone records are relevant to the allegations, 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 final resolution of the complaint, together with any corrective actions action(s).

LEGAL PROTECTIONS AND EXTERNAL REMEDIE

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

Aside from the internal process at Town of Caledonia, employees may also choose to pursue legal remedies with the following governmental entities at any time.

1. New York State Division of Human Rights (DHR)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, *290 et seq., applies to 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 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 discrimination. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to the Town of Caledonia 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 discrimination has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If discrimination 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 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, (718) 741-8400, 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.

2. United States Equal Employment Opportunity Commission (EEOC)

The EEOC enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act. 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.

If an employee believes that he/she has been discriminated against at work, he/she 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 (1-800-669-6820 (TTY)), 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.

3. 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, 10 th Floor, New York, New York; call 311 or (212) 306-7450. Or visit www.nyc.gov/html/cchr/html/home/home.shtml

4. Contact the Local Police Department

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

1 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 have been a victim of such retaliation may also seek compensation in other available forums, as explained below in the section on Legal Protections.

RESOLUTION 119-2018

BUDGET ADJUSTMENT

On motion of Councilman Rothrock, seconded by Councilman Bickford, the following resolution was

ADOPTED-AYE-Pangrazio, Rothrock, Rychlicki, Bickford, Anderson, Nay – 0 Absent – 0

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budget Adjustment:

From: DB3501 (Consolidated Highway Revenue) \$45,603.19

To: DB5110.400(General Repairs Contractual) \$45,603.19

RESOLUTION 120-2018

BUDGET TRANSFERS

On motion of Councilman Anderson, seconded by Councilman Anderson, the following resolution was

ADOPTED-AYE-Pangrazio, Rothrock, Rychlicki, Bickford, Anderson, Nay – 0 Absent – 0

RESOLVED, that Supervisor Pangrazio is authorized to make the following Budget Transfer:

From: A9010.800 State Retirement \$5000.00

To: A1420.400 Attorney Contractual \$5000.00

RESOLUTION 121-2018

BME ASSOCIATES-TSC PLANNING BOARD REFERRAL

On motion of Councilman Bickford, seconded by Councilman Rothrock, the following resolution was

ADOPTED-AYE-Pangrazio, Rothrock, Rychlicki, Bickford, Anderson, Nay – 0 Absent – 0

WHEREAS, on October 11, 2018 BME Associates on behalf of Tractor Supply Company (TSC) and DMK Development-Caledonia LLC appeared before the Town Board to submit a preliminary sketch plan proposal of a proposed Tractor Supply Company store to be developed on Caledonia-Avon Road in the Town of Caledonia. Tractor supply proposes to construct a +-19,097 SF store on a 4.1 -acre parcel to be subdivided from existing tax parcel 13.-1-28.31 which is a 64 -acre parcel in a P-D Planned Development District.

WHEREAS, the Town Board reviewed the preliminary Site Plan with the identified setbacks, lot coverage, and parking. The Town Board gave pictures of the Tractor Supply Store located in Honeoye Falls to BME Associate Fred Shelley and requested that the Site Plan for the proposed project resemble the HFL store.

NOW THEREFORE BE IT RESOLVED, that the Town Board does hereby grant approval per this resolution for BME Associates to appear before the Planning Board for the proposed development of Tractor Supply Company to construct and develop a store on Caledonia Avon Road in the Town of Caledonia.

RESOLUTION 122-2018

AMEND PERMIT FEE SCHEDULE ADOPTED AUGUST 9, 2018 RESOLUTION 104-2018

On motion of Councilman Anderson, seconded by Councilman Rothrock, the following resolution was

ADOPTED-AYE-Pangrazio, Rothrock, Rychlicki, Bickford, Anderson, Nay – 0 Absent – 0

RESOLVED, that due to a clerical error the Building and Zoning Permit Fee be amended under the Commercial Solar Structure Fees with the correct permit fee of a minimum of \$250.00 or \$2.50 per KW.

RESOLUTION 123-2018

MEMORIAL RESOLUTION – BILL REID

On motion of Councilman Anderson, seconded by Councilman Bickford, the following resolution was

ADOPTED-AYE-Pangrazio, Rothrock, Rychlicki, Bickford, Anderson Nay – 0 Absent – 0

RESOLVED, that the Board does hereby adopt the following memorial resolution in honor of Bill Reid.

**TOWN OF CALEDONIA
MEMORIAL RESOLUTION
OCTOBER 11,2018**

Therefore, Let It Be resolved that the Town Board and Staff of the Town of Caledonia honor the life and career of
William Reid

Bill passed away on September 28, 2018 surrounded by his loving family. The Town of Caledonia has lost an outstanding public servant and citizen in the recent passing of William Reid. Bill served the Town of Caledonia as the Zoning Board of Appeals Chairman for over 50 years. Bill was highly respected and well known throughout Livingston County. His colleagues will remember him as a compassionate person who readily gave of his time and talents to all who knew him. He served the Town of Caledonia and his community with thoughtfulness, exemplary dedication and conscientious devotion of which his family and friends can be very proud. Now therefore, to record our esteem for our late public employee, we the members of the Town Board of the Town of Caledonia do hereby express our deep sorrow and sympathy in the recent death of William Reid. The Town of Caledonia extends its deepest condolences to his family and friends.

REVIEW OF SUPERVISORS REPORT

All Board Members have received via e-mail prior to the board meeting copies of the Monthly Supervisor's Report which includes up to date Trial Balances and Budget to Actual revenues and expenditures and trial balances. All Board Members signed off on all the reports.

AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES

The Board audited the Abstract of paid Vouchers and trial balances.

RESOLUTION 124-2018

PAYMENT OF BILLS

On motion of Councilman Anderson seconded by Councilwoman Rychlicki the following resolution was

ADOPTED- Aye- Pangrazio, Anderson, Rothrock, Rychlicki, Bickford Nay- 0 Absent-0

RESOLVED, that the bills be paid in the following amounts:

GENERAL FUND A – Voucher #'s 304 -319,321-324,326-340	\$ 15,100.44
GENERAL FUND B – Voucher # 320,325	\$ 667.16
HIGHWAY FUND DB – Voucher #'s 132-152	\$ 88,585.64
GRAND TOTALS	\$ 104,353.24

On motion to adjourn by Councilman Bickford seconded by Councilman Anderson and carried by all, the board meeting was adjourned.

Respectfully Submitted,

Laurie Sattora
Town Clerk

