

**TOWN OF PHILADELPHIA
BOARD MEETING
JUNE 13, 2018**

Present: Supervisor: Cheryl Horton, Clerk/Tax Collector: Cheryl Reed, Highway Superintendent: Mike Freeman, Council Members: Sandra Carpenter, Bob Watson Sr., Deborah LaMora, Ron Spicer and Assessor: John Kiechle.

Guest(s): Adam Gagnon.

At 5:30 P.M. Supervisor called meeting to order, followed by Prayer & Pledge.

Due to a time factor Privilege of the Floor was then given to Adam Gagnon representing Gagnon Construction. Adam wished to present a quote regarding:

1. The construction of the Planter at the Town Park and
2. The sign for the Town Park that was also damaged during a storm.

The quote was reviewed by the Town Board and it was decided that the Town of Philadelphia would hire Gagnon Construction. **(Please see attached resolution)**

Financial Report: for the month of April was read aloud by Supervisor. All Board Members signed this report as their approval of said report.

A report from CLEARGOV was given to the Town Board regarding the Philadelphia, NY Town Budget. The statistics were prepared using the Data Source: New York State Comptroller's Office. **(Report is attached)**

Town Clerk:

1. A list of Sewer & Water District customers who are delinquent in their 2017 billings was discussed. There were four residents who had arrears for Water and one resident has them for both Sewer and Water. The total owed to the Town is \$2,443.81.

Hwy. Supt. Report:

1. Salt Barn Roof costs were considered. It was decided that this would be put out for bids in the Watertown Daily Times for posting in the near future.
2. Blacktopping is scheduled be done on portions of Ore Bed and Rudes Roads this summer.
3. Patch work is scheduled to be done on Elm Ridge Road & Sandy Hollow Road.
4. Superintendent asked to hire a Seasonal Worker for the Park & Cemetery. **(Please see attached resolution)**

2. Steel Prices are now at \$80.00 per ton.
3. Received check from St. Pauly's in the amount of \$223 for the month of May.

Assessor Report:

1. Final 2018 Tax Roll.

Cemeteries:

1. The planned inscription for the Quaker Memorial was reviewed.
2. Child Falls Memorial was discussed.
3. A day of dedication for both memorials is scheduled for September 9, 2018.

Park:

1. New toys are now in place for the Summer Activities. Work was done by Town Highway Employees.
2. Wood Chips have been placed around the Playground Equipment.

New Business:

1. A new guide, "Harassment Prevention Policies & Procedures" will be included in the Town of Philadelphia Employee Handbook. **(Please see attached resolution)**
2. A discussion was held regarding the adoption of a Local Law # 2018-01. **(Please see attached resolution)**

At 6:35 P.M. with there being no further questions or comments, Supervisor asked for a motion to adjourn. Sandra made this motion which was seconded by Ron. All were in favor. Meeting adjourned.

Respectfully submitted,
Cheryl Reed ~ Town Clerk

The following resolution was offered by Sandra Carpenter and seconded by Bob Watson Sr. who moved its adoption.

RESOLUTION: 2018-09 Repair of Sign Roof at Town Offices and construction of Planter Box at Town Recreational Park

WHEREAS: Due to the extreme nature of a recent storm the Town Office Sign was broken and the Planter at the Town Park was destroyed and

WHEREAS: Adam Gagnon has approached the Philadelphia Town Board with a quote to perform the work needed to repair the sign and build a new planter and

WHEREAS: The Town Board has deliberated this issue regarding the Materials and Labor Cost prepared by Adam Gagnon of Gagnon Construction and

WHEREAS: a projected job total of \$900 for both Labor and Materials was considered,

THEREFORE, BE IT RESOLVED: The Philadelphia Town Board does agree to hire Gagnon Construction to perform the work needed as stated above.

This resolution was agreed upon by the following roll vote:

Supervisor Horton:	aye
Council Members:	
Sandra Carpenter:	aye
Deborah LaMora:	aye
Bob Watson Sr.:	aye
Ron Spicer:	aye

I do hereby certify the above resolution was adopted by the Philadelphia Town Board on June 13, 2018.

{ SEAL }

Town Clerk: _____

Date: _____

The following resolution was offered by Bob Watson Sr. and seconded by Sandra Carpenter who moved its adoption.

RESOLUTION: 2018-10 Part time employee – Highway Dept.

WHEREAS: Highway Superintendent, Mike Freeman has come before the Philadelphia Town Board and has requested their approval of his hiring a part time employee at minimum wage/\$10.40 per hour, for 2 (two) months this summer season and

WHEREAS: Highway Superintendent Freeman explained that Eric Clyde who has been doing his internship with the Town Highway Dept. and has been very reliable and

WHEREAS: the present Highway Crew will be very busy working with Jefferson County on County Route 194 and

WHEREAS: with such a demanding schedule required of this work with Jefferson County, there will be no time to attend to work at the Town Cemetery and Park and

WHEREAS: there are sufficient funds in the Highway Budget to hire Eric Clyde for 2 (two) months this Summer Season at Minimum wage of \$10.40 per hour,

THEREFORE BE IT RESOLVED: the Town Board does approve the hiring of Eric Clyde at the Philadelphia Highway Department for wage and times stated above.

The above resolution was adopted via the following roll vote:

Supervisor Horton:	aye
Council Members:	
Sandra Carpenter:	aye
Deborah LaMora:	aye
Bob Watson Sr.:	aye
Ron Spicer:	aye

I hereby certify the above resolution was adopted by the Philadelphia Town Board on June 13, 2018.

Town Clerk: _____

Date: _____

The following resolution was offered by Sandra Carpenter and seconded by Ron Spicer who moved its adoption.

RESOLUTION: 2018-11 /Harassment Prevention Policies & Procedures Guide annexed to Employee Handbook.

WHEREAS: The Town of Philadelphia believes in the dignity of the individual and recognizes the rights of all people to equal employment opportunities in the workplace and

WHEREAS: the Town of Philadelphia is committed to a policy protecting and safeguarding the rights and opportunities of all people to seek obtain and hold employment without subjugation to harassment or discrimination in the workplace and

WHEREAS: it is the Town of Philadelphia's Policy to provide an employment environment free of harassment and discrimination based on race, color, gender, religion, religious creed, sex, marital status, age, national origin or ancestry, physical or mental disability, genetic information, military or veteran status, sexual orientation, gender identity, gender expression, pregnancy (including childbirth and related medical conditions and including medical conditions related to lactation) citizenship or any other characteristics by applicable federal, state or local law and

WHEREAS: this policy applies to all Town of Philadelphia's employees and applies with equal force on the Town of Philadelphia's property as it does at municipal sponsored events, programs and activities that take place off the Town of Philadelphia's premises and

WHEREAS: by adopting the policy, it is the intention of the Town of Philadelphia's Board to:

1. Notify employee's about the types of conduct that constitute harassment and discrimination prohibited by this policy;
2. Inform employees about the complain procedures established by the Town of Philadelphia that enables any employee who believes (s)he is the victim of harassment or discrimination to submit a complaint which will be investigated by the Town of Philadelphia;
3. Clearly advise all supervisory staff, administrators and employees that harassment and discrimination is strictly prohibited and no such person possesses the authority to harass or discriminate and
4. Notify all employees that the Town of Philadelphia has appointed Compliance Officers who are specially designated to receive complaints and ensure compliance with this policy

THEREFORE BE IT RESOLVED: The Philadelphia Town Board in its entirety does fully support the addition of the "Harassment Prevention Policies & Procedures Handbook" to the Employee Handbook effective June 13, 2018.

The above resolution was adopted via the following roll vote:

Supervisor Horton: aye

Council Members:

Sandra Carpenter: aye

Deborah LaMora: aye

Bob Watson Sr.: aye

Ron Spicer: aye

I hereby certify the above resolution was adopted by the Philadelphia Town Board on June 13, 2018

{ SEAL }

Town Clerk: _____

Date: _____

The following resolution was offered by Sandra Carpenter and seconded by bob Watson Sr. who moved its adoption.

RESOLUTION: 2018-12 Acknowledgment of posting Public Hearing regarding the adoption of Local Law 2018-01.

WHEREAS: The Town Philadelphia has discussed and finds it necessary to control its liability with the implementation of Local Law 2018-01, which requires the prior notice to the Town of any defects or obstructions on its highways, bridges, streets, sidewalks and culverts and

WHEREAS: enabling the Town to have reasonable time to correct such situations before it would be responsible and

WHEREAS: it is the Towns responsibility to notify the Public as a whole of its intentions by advertising a Public Hearing in the Local Newspaper and

WHEREAS: A motion made by Sandra Carpenter and seconded by Bob Watson Sr. to conduct a public hearing regarding the Prior Notice/Notice of Defects Local Law to be held on July 11, 2018 @ 530 P.M. at the Town Offices located at 33019 US Route 11, Philadelphia, with the regular meeting to follow immediately thereafter.

THEREFORE BE IT RESOLVED: the aforementioned advertisement will be placed in the Watertown Daily Times.

This resolution was agreed upon by the following roll vote:

Supervisor Horton: aye

Council Members:

Sandra Carpenter: aye

Deborah LaMora: aye

Bob Watson Sr.: aye

Ron Spicer: aye

I do hereby the above resolution was adopted by the Philadelphia Town Board on June 13, 2018.

Town Clerk: _____

{ SEAL }

Date: _____