

**WALWORTH TOWN BOARD – REGULAR MEETING
21 NOVEMBER 2013**

Presiding Supervisor Plant called the regularly scheduled Town Board Meeting, County of Wayne, State of New York, held at the Walworth Town Hall, 3600 Lorraine Drive, Walworth, NY to order at 7:30 PM with the Pledge to the Flag.

PRESENT:

Robert Plant	Supervisor
Patricia Marini	Councilwoman, Supervisor Elect
Vaughn Pembroke	Councilman
Larry Ruth	Councilman
Tom Yale	Councilman
Michael Frederes	Highway Superintendent
Susie Jacobs	Town Clerk

OTHERS PRESENT:

Rob Burns, Sewer Superintendent; Jacqueline VanLare, Recreation Director; Dennine Leeson, Assessor; Denise Munson, Attorney for the Town; Martin J. Aman, WCWSA Executive Director, Eugene Bavis, Planning Board, Chair & Walworth Historian; Town Newspaper Reporter, and five (5) attendees.

MINUTES:

Motion by Councilman Ruth to approve the Minutes of November 7, 2013 Meeting as presented.

Seconded by Councilman Pembroke.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

PUBLIC PARTICIPATION:

No one present offered any comments.

SUPERVISOR'S REPORT:

Motion by Councilwoman Marini to accept as presented the Supervisor's Report for October, 2013.

Seconded by Councilman Ruth.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

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**WCWSA – WATER REQUEST FOR SCHOOL HOUSE ROAD & BURROWS
ROAD PARCEL DISCUSSION:**

Mr. Marty Aman, WCWSA Executive Director attended to address concerns / questions the Town Board may have regarding water service to a parcel on School House Road, which is currently partially inside of and partially outside of the water district. He went on to say that there are different avenues which can be taken in order to get the water service established, but explained this is due to certain unique factors, and it mustn't set a precedence. He recommended that a meeting with the Town, Wayne County and property owners to discuss cost and details. Discussion ensued.

COMMITTEE REPORTS:

Council members reported on their respective committees with the following Town Board actions:

**MS4 – AUTHORIZATION TO PURCHASE 35MM CAMERA FOR THE USE OF
THE MS4 REQUIREMENTS:**

Motion by Councilman Ruth authorizing Norm Druschel to purchase a 35 MM camera for the use of the MS4 requirements, for an amount not to exceed \$550.00 from budgeted line SD1 8540.42.
Seconded by Councilman Yale.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

**HIGHWAY – RESOLUTION 106-13 AUTHORIZING THE ORDER OF A
PURCHASE OF A 2014 FORD F-250 PICK-UP TRUCK & PLOW:**

The following was submitted:

**WALWORTH TOWN BOARD – REGULAR MEETING
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TO: Board Members
RE: Pick-up Truck and Plow
DATE: November 21, 2013

Dear Board Members:

I request permission to order a 2014 Ford F-250 Pick-up Truck off O.G.S. State Contract #22539/PC65855 at a cost of \$25,040.73.

We can purchase the plow installed locally for less. I have solicited quotes as follows for a 8 foot Western Pro Plus Plow:

Bodak's Western Plow	\$4330.00
Unicell	\$4456.67
Van Bortel	\$5957.14

The total cost of the Truck and Plow would be **\$29,370.73**.

This is a Budgeted Item in the 2014 Budget under line **DA5130.23 for \$30200**, of which we are well under Budget.

I would like to order this Truck as soon as possible. Delivery time is **16-20 weeks**. This would enable us to have the Old Truck go to the Municipal Auction in May and be Sold.

Thank you for your consideration in this matter.

Sincerely

Michael J. Frederes
Town of Walworth Highway Superintendent

Councilman Yale offered the following Resolution 106-13 and moved its adoption. Seconded by Councilman Ruth to wit:

BE IT RESOLVED, Mike Frederes, Highway Superintendent is authorized to place an order for the purchase of a 2014 Ford F-250 Pick-up Truck off the OGS State Contract as per the submitted above Memo dated November 21, 2013.

BE IT RESOLVED, that quotes for the purchase / installation of an 8 foot Western Pro Plus Plow have been submitted above in Memo dated November 21, 2013.

BE IT FURTHER RESOLVED, this is a Budgeted item in the 2014 Budget line DA5130.23, for an amount not to exceed \$30,200.00.

Adopted this 21st day of November, 2013 at a meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

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HIGHWAY – RESOLUTION 98-13 – AUTHORIZE THE SUPERVISOR TO SIGN THE AGREEMENT FOR THE SNOW AND ICE CONTROL ON COUNTY ROADS FOR 2013-2014 YEAR:

Councilman Ruth offered the following Resolution 98-13 and moved its adoption. Seconded by Councilwoman Marini to wit:

WHEREAS the WAYNE COUNTY BOARD OF SUPERVISORS AND THE TOWN BOARD OF THE TOWN OF WALWORTH have duly approved and authorized a contract between the County and the Town for control of snow and ice conditions on County roads; and

WHEREAS, the “Agreement” has been presented and reviewed by the Town Board of the Town of Walworth,

WHEREAS, the “Agreement” has also been reviewed by Mike Frederes, Highway Superintendent of the Town of Walworth, and

BE IT RESOLVED that the Supervisor be authorized to sign the “AGREEMENT FOR SNOW AND ICE CONTROL ON COUNTY ROADS” for the 2013-2014 year.

BE IT FURTHER RESOLVED that the Town Board of the Town of Walworth Adopt Resolution 98-13.

Adopted this 21st day of November, 2013 at a meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

EXECUTIVE SESSION:

Motion by Councilman Ruth to enter into executive session to discuss medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilwoman Marini.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

Time: 7:50 PM.

RECONVENE:

Supervisor Plant reconvened the regularly scheduled meeting.

Time: 8:23 PM.

**WALWORTH TOWN BOARD – REGULAR MEETING
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EXECUTIVE SESSION:

Motion by Councilman Ruth to enter into executive session to discuss proposed, pending or current litigation.

Seconded by Councilwoman Marini.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

Time: 8:25 PM.

Motion carried.

RECONVENE:

Supervisor Plant reconvened the regularly scheduled meeting.

Time: 8:45 PM.

**TOWN CLERK – AUTHORIZE AUTOMOBILE SALVAGE YARD LICENSE -
VOELCKERS:**

Application and fee for 2013 & 2014 for Automobile Salvage Yard for Cathy Voelckers has been received. No knowledge of any complaints have been filed with the Town Clerk. Norm Druschel, Building Inspector, has completed inspection of property with no violations.

Motion by Councilwoman Marini authorizing the issuance of an Automobile Junk Yard License to Ms. Cathy Voelckers for 2014.

Seconded by Councilman Yale.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

**RESIGNATION LETTER – ZONING BOARD OF APPEALS- SUZI HAWKINS-
MANCE:**

The following was submitted:

Continued on next page

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Susan H. Mance
5250 Lincoln Road
Ontario, New York 14519-9120
Phone: (585) 519-2306
E-mail: smance@rochester.rr.com

November 19, 2013

Attn: Robert Plant, Supervisor
Town of Walworth
3600 Lorraine Drive
Walworth, NY 14568

Dear Bob,

Please accept this letter as my formal notice of resignation from my appointment on the zoning board of appeals effective on January 01, 2014. I have enjoyed my time serving on the zoning board and appreciate all I have learned.

If I can help to train my replacement please let me know.

Thank you very much for the opportunity to serve in this capacity.

Sincerely,

Susan Mance

xc: Susie Jacobs, Town Clerk

Motion by Councilwoman Marini to accept and file.
Seconded by Councilman Yale.
Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0
Motion carried.

GRATITUDE LETTER – SERVICE ON THE ZONING BOARD OF APPEALS:

Supervisor Plant requested Town Clerk send letter of gratitude to Suzi Hawkins-Mance for her service on the Zoning Board of Appeals.

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**ENGINEER – ORCHARD VIEW DEVELOPMENT AUTHORIZATION TO BUILD
NEW MODEL HOME:**

Discussion ensued.

Motion by Councilman Yale authorizing Orchard View Development authority to build a model home on approved Lot 232 with no “Certificate of Occupancy” to be issued at this time.

Seconded by Councilman Ruth.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

**RESOLUTION 105-13 AUTHORIZING THE TOWN SUPERVISOR TO SIGN
THE PLAN AMENDMENT FOR THE WAGeworks HEALTHCARE FLEXIBLE
SPENDING ACCOUNT:**

Discussion ensued.

Councilwoman Marini offered the following Resolution 105-13 and moved its adoption, seconded by Councilman Yale to wit:

WHEREAS, the Town of Walworth is using WageWorks Healthcare Flexible Spending Account for its employees, and

WHEREAS, On October 31, 2013, the US Department of Treasury modified the “Use it or Lose It” rule which required any leftover balance in a Healthcare FSA to be forfeited at the end of the plan year. Under the new rule, you’ll be able to carryover up to \$500 of your unused WageWorks Healthcare FSA balance remaining at the end of a plan year.

WHEREAS, the Town Board of the Town of Walworth has reviewed this modification and wishes to authorize the Town Supervisor to sign the Plan Amendment with authorizing :

BE IT RESOLVED, that the Town Supervisor sign the Plan Amendment.

Adopted this 21st day of November 2013, at the meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

Councilwoman Marini will notify the Union.

**RESOLUTION 99-13 APPOINTING PHIL WILLIAMSON AS THE DELEGATE
TO THE AOT ANNUAL MEETING:**

Councilman Yale offered the following Resolution 99-13 and moved its adoption, seconded by Councilman Pembroke to wit:

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BE IT RESOLVED, Phil Williamson, Code Enforcement Officer, attend as the Towns Delegate at the Association of Towns (AOT) Annual Meeting held in New York City. Town Clerk will notify AOT.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

RESOLUTION 100-13 AUTHORIZE RAYMOND F. WAGER, CPA AUDIT PROPOSAL:

Councilman Yale offered the following Resolution 100-13 and moved its adoption, seconded by Councilman Marini to wit:

BE IT RESOLVED, that Supervisor Plant sign the agreement dated November 7, 2013 with Raymond F. Wager, CPA, for an audit of the following departments: Town Clerk / Receiver of Taxes, Justice Accounts and the Town of Walworth as agreed.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

RESOLUTION 101-13 ADOPTION OF THE WORKPLACE VIOLENCE PREVENTION POLICY:

The following was submitted:

RESOLUTION 101-13 ADOPT TOWN OF WALWORTH WORKPLACE VIOLENCE PREVENTION POLICY

Councilman Ruth offered the following Resolution 101-13 and moved its adoption. Seconded by Councilwoman Marini to wit:

BE IT RESOLVED, that the Walworth Town Board adopts the following Town of Walworth Workplace Violence Prevention Policy; and

BE IT RESOLVED, that the Walworth Town Board directs the Clerk of the Board to give a copy of this policy to all employees and boards of the Town of Walworth.

TOWN OF WALWORTH WORKPLACE

VIOLENCE

PREVENTION

POLICY

This policy and set of procedures define how the Town of Walworth will respond to threats and incidents in the workplace and will help to define the responsibilities of the many individuals who are involved in responding to threats, incidents, and other safety risks in the workplace. They do not supersede the rights individuals have as private citizens to make civil or criminal complaints regarding other individuals.

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Background:

On June 7, 2006, New York State enacted legislation creating a new Section 27-b of State Labor Law that requires public employers (other than schools covered under the school safety plan requirements of the education law) to perform a workplace evaluation or risk evaluation at each worksite and to develop and implement programs to prevent and minimize workplace violence caused by assaults and homicides. The Law is designed to ensure that public employers regularly evaluate the risk of workplace assaults and homicides and that workplace violence protection programs are implemented to prevent and minimize the hazard to public employees.

Statement of Purpose

Nothing is more important to the Town of Walworth (which includes all Town departments and the Walworth Public Library) than the safety and security of our employees and the general public. Threats, threatening behavior, or acts of violence against employees, visitors, guests, or other individuals by anyone on the Town of Walworth property will not be tolerated. Such behavior directed at Town employees performing governmental functions off Town property will not be tolerated.

The Town of Walworth strives to meet the needs of its clients and visitors in a professional and positive manner. Our aim is to be prepared to handle any incidents that occur and to insure that all the Town of Walworth staff, clients, and visitors are provided with a safe environment.

Workplace violence is defined as any behavior that is violent, threatens violence, coerces, harasses or intimidates others, interferes with an individual's legal rights of movement or expression or disrupts the workplace.

Goals:

- To provide a safe environment for staff, clients, and visitors to the Town of Walworth government and sites where we may conduct business in the community and to ensure that all staff is familiar with the security policy by conducting on-going training reinforcing the responsibility of all staff to help create and maintain a safe environment for staff, clients, and visitors.
- To provide guidance regarding direct or indirect threats to an employee, when an employee believes (s) he will encounter a potentially dangerous or violent situation, or under the circumstances at hand find a condition unsafe requiring supervisory notification and/or some type of action.
- To ensure that staff understands the roles and responsibilities of all parties in creating and maintaining a safe environment.

Who is covered:

All staff (including volunteers and interns), clients, and visitors of the Town of Walworth.

Annual Training:

- A. The Town of Walworth will make this written program available to employees and union representatives upon request.
- B. Training will be held at the time an employee is initially hired to a post and every year thereafter. The training will include the following items:
 1. The requirements of the law
 2. The risk factors in their workplace
 3. The location and availability of the written plan

4. Measures employees can take to protect themselves from workplace risks and what the written violence prevention program specifies in that regard.

Reporting:

A. An employee who believes that a serious violation of a workplace violence protection program exists shall bring such matter to the attention of a supervisor in the form of a written notice and shall afford the employer a reasonable opportunity to correct such activity, policy, or practice. In cases of imminent danger employees should take appropriate action to insure there is an immediate response to address the situation, which may include calling E911 or push panic button. The action taken should be followed up with a written notice.

B. The employee will be asked to complete an Incident Report form. This must take place immediately whenever possible, but in no case more than 24 hours after the threat or incident. If the incident has taken place over a weekend, it may be reported on Monday morning.

C. All Town of Walworth employees are responsible for notifying their Supervisor of any threats they have witnessed, received, or have been told that another person has witnessed or received, or circumstances that are such that are likely to pose a risk of threatening or violent behavior. Employees should also report behavior they regard as threatening or violent if that behavior is job-related or might be carried out at a Town worksite.

D. An employee who obtains a protective or restraining order that lists Town locations, as protected areas must provide a copy of the order to his/her supervisor. The Town of Walworth will respect confidentiality and recognize the privacy of the reporting employee(s).

E. The employee or his/her supervisor is responsible for notifying the Town Supervisor (and Library Board President if the matter takes place in the Library or involves Library personnel) of threats and incidents as soon as possible, but no later than the end of each business day. All Library employees will notify the Library Board President in addition to the Town Supervisor. The Town Supervisor must share appropriate information with unit supervisors and/or the Library Board President when more than one unit is or is likely to be affected by the threat or incident.

F. The Town Supervisor is responsible for ensuring that the Town maintains a complete file of incident reports and related documentation that may include one or more voluntary statements that may accompany an Incident Report. The Town Clerk will maintain this file. The Library Board President will separately maintain a file for incidents involving the Library or Library employees.

G. The unit supervisor is responsible for forwarding a copy of all incident reports to the Town Supervisor, the original to the Town Clerk.

H. Where an employee has reported an issue and the Town has not corrected the matter after a reasonable period of time, the employee may request that the Department of Labor conduct an inspection of the workplace. The Department of Labor can be reached at 315-331-2011.

A request to the Department of Labor for an inspection must:

1. Be in writing.
2. State with reasonable particularity the grounds for the requested Inspected.
3. Be signed by the employee.

I. The law prohibits an employer from retaliating against an employee who has:

1. Made a report under this section.
2. Requested an inspection by Department of Labor officials.
3. Accompanied Department of Labor officials during the inspection.

Procedures:

- A. If there is a threat or threatening situation that arises in the workplace, any employee that is aware of the situation must follow his/her department's procedures. This may include dialing 911 or pushing panic button.
- B. Bomb Threats
If any employee receives a bomb threat in person, or while talking with someone on the phone, the employee shall follow the procedures on the bomb threat checklist that is available from the Receptionist.
- C. If an individual receives a threat by mail, e-mail, or on voice mail, **DO NOT ERASE THE E-MAIL OR VOICE MAIL MESSAGE**, follow the procedures described in this section under "Reporting".
- D. If an employee meets, either in the office or in the field, with an individual known to have been violent or who the employee believes may be threatening or violent, the employee must:
 - 1. Notify his/her supervisor of the need to meet with such an individual and of the possible threatening situation **before** the meeting takes place.
 - 2. Request assistance from his/her supervisor if the meeting or visit will take place on agency premises.
 - 3. The employee or supervisor must notify the unit supervisor if they have asked for a Law Enforcement or security staff escort to a meeting or visit for safety reasons.
- E. If an employee is working on Town business while off-site during non-business hours and a situation arises that poses a threat to his/her safety, the employee must call 911.

The Town of Walworth's Role:

- A. The Town of Walworth will ensure that all employees are made aware of their role in safeguarding staff, clients, and visitors. This will be done by reviewing the security policy and procedures at new employee orientation, through the distribution and availability of the policy and procedures in paper and electronic formats, through review of the policy and procedures, and through employee inquiry.
- B. The Unit Supervisor, the Town Supervisor, and the Library Board President will review Incident Reports regularly to evaluate trends or necessary actions.
- C. If any staff person is called on by a Law Enforcement agency, to complete an affidavit regarding a work related threat or incident he/she will receive the guidance of the Town Attorney. The Town of Walworth staff shall not appear in court on a work-related issue without the knowledge and guidance of a Town Attorney.
- D. Any staff person who feels his/her safety is threatened because of work related issues could request to have a case reassigned because of such risk. Such requests must be made in writing to the employee's supervisor. The employee will meet with the supervisor and Unit Supervisor, if necessary, to discuss the reasons for the request. The Town Supervisor is expected to consult with the Unit Supervisor regarding all such requests to seek additional information as necessary to make a decision. Unless otherwise notified by the supervisor, an employee will have a response within five business days.
- E. Items of concern regarding safety and security will be brought to the Town Supervisor and the Library Board President as appropriate. This group will review aggregate information regarding threats and incidents on a regular basis and will make recommendations regarding needed changes in policies and procedures.
- F. The Town Supervisor and the Library Board President will coordinate training in personal safety for all employees on a periodic basis.
- G. Any person who makes threats, exhibits threatening behavior, or engages in violent acts on the Town of Walworth property will be removed from premises as quickly as safety permits and shall remain off the Town of Walworth premises pending the outcome of an investigation. The Town of Walworth's response to incidents of violence may include suspension and/or termination of any business relationship, reassignment of job duties, suspension or termination of employment, and criminal prosecution as appropriate.

RISK EVALUATION AND PREVENTION:

- A. The Town of Walworth has evaluated the risks in the workplace and has identified risks associated with:

1. Working in public settings
2. Working late night or early morning hours
3. Working alone or in small numbers
4. Uncontrolled access to the workplace
5. Areas of previous security problems
6. Exchanging money with the public
7. Areas of previous security problems

B. The Town of Walworth will use the following methods to prevent workplace violence including:

1. Making high-risk areas more visible to more people.
2. Installing good external lighting.
3. Using drop safes or other methods to minimize cash on hand.
4. Posting signs stating that limited cash is on hand.
5. Providing training in conflict resolution and nonviolent self-defense responses.
6. Establishing and implementing reporting systems for incidents of aggressive behavior.
7. Posting no trespassing signs where appropriate.

CLIENT CONFIDENTIALITY:

When criminal charges are filed against a client, the employee must provide the client's name, address, and date of birth. No other information from department records will be provided without approval of the Department Head, Town Supervisor or the Library Board President and the Town Attorney.

NOTIFICATION:

- A. Employee Role: It is extremely important, and every employee's responsibility, to see that Incident Reports are submitted to his/her supervisor.
- B. Supervisor's Role: Responsible to ensure that the Incident Report is submitted to the Department Head, as soon as possible after receiving it.
- C. The Department Head is responsible for reporting all incidents of violence and/or threatened violence to the Town Supervisor and the Library Board President in the matter involves the Library or Library employee.
- D. Affected employees will be notified by the Department Head of the actions the Town Supervisor or Library Board President have taken in response to the incident and what actions are possible regarding the individuals in questions, or law enforcement agencies, such as the District Attorney's Office.

DUTY TO WARN:

In furtherance of this policy, employees have a "duty to warn" their supervisors, or Town Supervisor or Library Board President of any suspicious workplace activity, situation or incidents that they observe or that they are aware of, involving other employees, former employees, contractors, or visitors that appear problematic to the extent that some type of intervention is likely to be required. This includes, for example, threats or acts of violence, aggressive behavior, offensive acts, threatening or offensive comments or remarks. The Town of Walworth will not condone any form of retaliation against any employee for making a report under this policy.

Definitions:

Affidavit: A written declaration made under oath, before an authorized official. Affidavits are used by law enforcement agencies and prosecutors to garner the statements of parties involved in an incident or crime. Affidavits are available to the defendant and his/her attorney if an incident is prosecuted. They are often called supporting depositions or voluntary statements.

Behaviors considered threatening or potentially threatening: Direct threats, physical aggression, verbal abuse, reckless behavior or indifference to the safety of others.

Town Attorney: A lawyer employed by the Town of Walworth to provide legal advice to departments and staff.

Criminal Charges: Actual filing of a criminal complaint that results in an arrest warrant or appearance ticket requiring the perpetrator to respond in court to the charges.

Incident: An action that may have further consequences, i.e. personal injury while on duty, or negative interaction with a client.

Incident Report: Required Town form to document an incident. This form is available from your supervisor.

Law Enforcement: Agencies, who may be contacted in the event of an emergency, include: the State Police, the Town of Walworth, Wayne County Sheriff's Office, and on some occasions, the FBI. All of the above agencies, with the exception of the FBI, can be reached in an emergency by dialing 911.

Order of Protection: An Order of Protection is an order of a court that prohibits a person from specific contact with another person and can prohibit a number of defined behaviors, including prohibiting a person from appearing at a person's home or place of employment.

Perpetrator: The person who makes a threat or commits an act of violence.

Threats: Criminal behavior, personal threats, bullying, physical contact and stalking, domestic violence – including threats received at work or at home arising out of an individual's status as a the Town of Walworth employee. Threats may be conveyed orally, physically, by telephone, by mail or electronic mail, or through a third party.

Victim: The person who is threatened or toward whom an act(s) of violence is directed.

Workplace Violence: Any behavior that is violent, threatens violence, coerces, harasses or intimidates others, interferes with an individual's legal rights of movement or expression or disrupts the workplace.

Adopted this 21st day of November 2013 at the meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

RESOLUTION 102-13 AUTHORIZES SUPERVISOR TO PAY THE ANNUAL NEW YORK STATE RETIREMENT PAYMENT:

Councilwoman Marini offered the following Resolution 102-13 and moved its adoption. Seconded by Councilman Yale to wit:

WHEREAS, the Town Board of the Town of Walworth has received the option to make the payment of the New York State Retirement in 2013 for the 2014 year and has been the Town's practice for the past several years; and

WHEREAS, the Town of Walworth would have a savings of \$2,214.00.

BE IT RESOLVED that the Town Board of the Town of Walworth authorizes the

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Town Supervisor to make any required transfers necessary to pay the New York State Retirement in 2013 for the 2014 payment.

NOW THEREFORE BE IT FURTHER RESOLVED, that the Town Board of The Town of Walworth adopts Resolution 102-13.

Adopted this 21st day of November 2013 at the meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

RESOLUTION 103-13 FINANCIAL TRANSFERS:

Councilman Yale offered the following Resolution 103-13 and moved its adoption, seconded by Councilwoman Marini to wit:

\$22.11 from A1410.42 Town Clerk Office Expense to A1410.46 Town Clerk Mileage.

To cover current expenses

\$167.79 from General Fund Balance to A1910.42 County Tax Cablevision. To cover

current expenses

\$6.90 from General Fund Balance to A3510.43 Animal Control Dog Licenses. To cover current expenses

\$289.46 from DA5132.43 Highway Garage Utilities to DA5132.42 Highway Garage

Uniforms. To cover current expenses

\$5,000.00 from Consolidated Drainage Fund Balance to SD1-8540.41 Maintenance

of Drainage. To cover current expenses

\$560.83 from Park Special Revenue Fund Balance to CM1-7110.24 Field Capital Expense. To cover current expenses

\$1406.20 from DA5110.43 Highway Resurfacing to DA5112.21 Highway Permanent

Improvements Wedge. To cover current expenses

\$77.98 from Brookside Light District Fund Balance to SL4-5182.41 Contractual. To cover current expenses.

Adopted this 21st day of November 2013 at the meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

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APPROVAL ABSTRACT NO. 11:

The following was submitted:

To: Walworth Town Board
 From: Jean Johnson, Town Comptroller
 Date: 21-Nov-13
 Re: Abstract #11

Attached please find a copy of the Abstracts by Fund. I have audited all claims and will be transferring funds to cover payments by Fund as follows:

Voucher Numbers #1582-1771

General Fund	\$129,747.45
Highway Fund	\$229,992.69
Sewer Fund	\$60,109.96
Park Special Revenue Fund	\$1,383.09
Walworth Light District	\$576.94
Harvest Hill Light District	\$469.14
Gananda Light District	\$2,031.15
Brookside Light District	\$132.62
Orchard View Light District	\$117.31
Parkview Green Park District	\$250.00
Walworth Drainage	\$3,136.08
Total Abstract #11 Payments	\$427,946.43

Voucher Numbers #161-173

Trust & Payroll	\$26,008.93
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Checks will be issued on November 22, 2013.

Motion by Councilman Yale to accept Abstract #11 as submitted; with the subtraction of Claim number 1654, in the amount of \$138.75. Seconded by Councilman Ruth.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, and Yale
 Nays 0

Motion carried.

RESOLUTION 104-13 SUPPORTING THE ESTABLISHMENT OF A STATE-OF-THE-ART INDOOR/OUTDOOR SPORTS FACILITY IN THE TOWN OF WALWORTH TO PROMOTE SPORTS, EXERCISE, TEAM DEVELOPMENT, AND BRING PEOPLE TO THE REGION:

**WALWORTH TOWN BOARD – REGULAR MEETING
21 NOVEMBER 2013**

Councilwoman Marini offered the following Resolution 104-13 and moved its adoption, seconded by Councilman Ruth to wit:

WHEREAS, the Town Board of the Town of Walworth wishes to provide its residents a facility to promote sports, exercise, team development, and bring people to the region; and

WHEREAS, the residents currently have no easy access to such services within the Town and the need for such service with reasonable access for the region has been recognized; and

WHEREAS, 856 Route 441 LLC, also known as Your Sports Depot, has proposed an indoor/outdoor sports complex, providing turf, basketball, and full service sports training resources, while highlighting the natural beauty of the Town of Walworth.

BE IT RESOLVED, that the Town Board of the Town of Walworth supports this project along with any potential assistance that may be provided in this effort.

Adopted this 21st day of November 2013, at the meeting of the Town Board.

Roll call vote:	Supervisor Plant	Aye
	Councilwoman Marini	Aye
	Councilman Pembroke	Aye
	Councilman Ruth	Aye
	Councilman Yale	Aye

Resolution carried.

AOT – NEWLY ELECTED TRAINING:

Motion by Councilwoman Marini authorizing prepay and Budget Transfer for: Suzi Hawkins-Mance, Councilwoman Elect and Judy Markowski, Councilwoman Elect to attend Association of Towns Training held in Rochester, New York from line A480 for an amount not to exceed \$300.00.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, and Yale
Nays 0

Motion carried.

EXECUTIVE SESSION:

Motion by Councilman Yale to enter into executive session to discuss medical, financial, credit, or employment history of a particular person/corp, or matters leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion, or suspension.

Seconded by Councilwoman Marini.

Adopted: Ayes 5 Marini, Pembroke, Plant, Ruth, Yale
Nays 0

Motion carried.

Time: 9:02 PM.

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RECONVENE:

Supervisor Plant reconvened the regularly scheduled meeting.
Time: 9:25 PM.

LIBRARY – APPOINTMENT BOARD OF TRUSTEE MEMBER – WALTER A. CHAFFEE:

Councilman Ruth notified Council members that the Library Board of Trustees has filled an unexpired term expiring 12/31/17 with Mr. Walter A. Chafee.

ADJOURNMENT:

Motion by Councilman Yale to adjourn.
Seconded by Councilwoman Marini and unanimously carried.
Time: 9:25 PM.

Respectfully Submitted,

Susie C. Jacobs, MMC, RMC
Town Clerk