

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, January 25, 2016, at 6:30 p.m. in the Municipal Building.

**PRESENT:**

Norma Zimmer, Mayor  
John Buker, Trustee  
Jeral Forger, Trustee  
Tony Randazzo, Trustee  
Shauna Sherboneau, Trustee

**ABSENT:** None

**OTHERS:**

Kevin Patenaude, Police Chief  
Terry Jones, DPW Superintendent  
Jeff Overstrom, W/WW Manager  
Geneva Phelps Miller, Treasurer  
Michelle Gaeta, Clerk

**Community Residents:**

See sign-in sheet (on file in Clerk's office)

**Pledge of Allegiance/Call to Order:**

- Mayor Norma Zimmer led the Pledge of Allegiance and called the regular meeting to order at 6:30 p.m.

**Police Report:**

- Kevin Patenaude, Police Chief, presented the department activity report. Mayor Zimmer and Chief Patenaude discussed Mental Health Training for the Officers.

**DPW Report:**

- DPW Superintendent Terry Jones presented the department activity report. A Village resident expressed concern regarding inadequate lighting on John Street. Supt. Jones toured the Village and noted several other areas that would benefit from additional lighting. He will contact National Grid to discuss the matter and will report to the Board regarding the anticipated cost.
- 2016 NYS Dept. of Transportation Shared Services Agreement: As recommended by Supt. Jones, Trustee Randazzo presented a **MOTION** to approve the 2016 NYS Dept. of Transportation Shared Services Agreement. Trustee Forger seconded, the motion was carried.
- A Webb Street resident informed Board members that her sidewalk is often covered with water which freezes and she cannot take care of it continually. She requested assistance from the Village DPW as the problem is caused by a low spot in the road.

**W/WW Report:**

- *Illegal Sewer Connections:* The Board reviewed correspondence prepared by W/WW Manager Jeff Overstrom to be sent to homeowners who have unauthorized connections of sump pumps, roof leaders, parking lots and other rainwater drainage to the Village's sanitary sewer system. A public information session is scheduled for February 22, 2016 at 5:30 p.m. to discuss the issue and answer the public's questions regarding the discharge of surface and ground water into the sanitary sewer system. The Board will also invite local contractors to this session in an effort to provide homeowners with an opportunity to discuss with the contractors remedial actions for their individual properties.

**Bid Opening (7:00 p.m.) – Sludge Hauling:**

- *2016-2017 Sludge Hauling:* One bid was received from Gillbuilt Transportation, with rates the same as 2015-2016 due to lower fuel costs. Trustee Buker presented a **MOTION** to accept the Gillbuilt Transportation Bid. Trustee Forger seconded; the motion was carried.

**Public Comments (Non-agenda Items):** Twyla Webb, Village resident, commented on several current projects, expressing her concern regarding the anticipated burden on the taxpayer should the projects go through. She suggested the downtown business area bear a proportionately higher share of the project costs.

**Public Hearing (7:15 p.m.):**

- Encroachment on Village Right-of-Way (216 Frontenac Blvd.): Mayor Zimmer opened the public hearing at 7:15 p.m. Mayor Zimmer requested comments from the public; there were none. Mayor Zimmer then closed the public hearing at 7:16 p.m. After brief discussion, the Village Board agreed the encroachment will not interfere with public use of the street. Trustee Buker then presented a **MOTION** to grant a license to encroach to Mr. and Mrs. Hillabush for the garage located at 216 Frontenac Blvd. Trustee Randazzo seconded; the motion was carried.

**Consent Agenda Items:**

**MOTION** by Trustee Randazzo, 2<sup>nd</sup> by Trustee Sherboneau, to approve the Consent Agenda as follows:

1. Meeting Minutes January 11, 2016 Regular Meeting
2. Approve Payroll #17 (Week #3) – 12/31/2015-1/13/2016 – \$60,41.81 fee of \$499.22
3. Approve Abstract #16 – \$95,143.61
4. Clayton Chamber requests approval for use of the following for 2016:
  - a) **Village Park Circle:**
    - Thursday Farmer's Market 6/6/2016-9/15/2016 11am-5pm (set up at 8am, vacate by 6pm)
    - Farmer's Market/Street & Meet Saturday 9/17/16 from 9am-4pm (set up at 8am, vacate by 6pm)
  - b) **Frink Park for Thursday Summer Concert Series from 7/7/16-9/1/16 from 6-8pm (set up at 5pm, vacate by 9pm)**
  - c) **The Pavilion for pre fireworks concert Sunday 7/3/16 at 7pm (set up at 6pm)**
  - d) **The Bandstand for:**
    - Street & Meet Saturday 9/17/16
    - Punkin Chunkin Saturday 10/15/16
    - Christmas Parade Saturday 12/3/16
5. Notary training for Pam & Michelle, at JCC April 22, 2016 - 9:00am - 12:00pm, \$35

<b>Payroll #17 (Week #3)</b>	12/31/2015-01/13/2016	\$60,481.03
<b>Abstract #16</b>	<b>\$95,143.61</b>	
General Fund	Vouchers A16-440 through A16-466	83,043.46
Water Fund	Vouchers F16-151 through F16-154	793.18
Sewer Fund	Vouchers G16-207 through G16-214	11,306.97

**Clerk Report:**

- Village Clerk Michelle Gaeta presented information regarding the use of the 315 area code and the upcoming new area code of 680 for newly assigned numbers.
- Annual report terminology abbreviations provided by Judge Brick are available in the Clerk's office

**Treasurer Report:**

- Village Treasurer Geneva Phelps Miller reported scheduling a presentation by Unison at the February 22, 2016 meeting to determine whether there are opportunities for the Village to increase revenues for antennas located on the water tower.

**Committee Reports:**

- Trustee Sherboneau mentioned that due to the Chamber's concert and fireworks on July 3<sup>rd</sup>, the Sunday Concert Series will not be scheduled on that date.
- Municipal Building Representative Trustee Forger requested Board members submit agenda items by close of business on Wednesday before the meetings to allow the Clerk to distribute the agenda and meeting packets on Thursday.

**New Business:**

- Policy Manual Review: Mayor Zimmer requested Board members review the current policy manual, which will be provided in manageable sections over the next few meetings.
- The 2016 Empire State Tourism Conference will be held May 2-4, 2016 at the Clayton Harbor Hotel. Mike Folsom has been named Chairman of the event.
- Bayside Marina Submerged Land License Renewal: The Board discussed the request for comments from NYS Office of General Services, noting that the owner has been in violation of the LWRP and has added dock slips

without proper authorization. Adequate parking is also a concern. The Board will respond with its disapproval of the application.

- *Riverwalk 3 Project*: Mayor Zimmer reminded Board members to submit their comments, if any, to CLDC regarding Fisher Associates design presentation. All present agreed the Danforth property is the keystone to the project. Mayor Zimmer and the Board sympathized with concerns about the cost of the project, and assured those present that they will actively seek additional funding for the project to reduce its effect on Village taxes.

**Old Business:** None.

**Mayor's Report:**

- Mayor Zimmer mentioned a great turnout at Business with a Twist at the Antique Boat Museum. Season passes are available from the Chamber of Commerce.
- Save the River will hold its annual conference on February 6<sup>th</sup>. Mayor Zimmer and CLDC Executive Director Kristi Dippel will meet with NYSDOT tomorrow in Watertown to discuss the NYS Route 970L Reconstruction Project. They will also meet with DANC to discuss funding for several projects. The Children's Miracle Network Triathlon has asked to meet at the Village Square Park for its after-run festivities.

**Executive Session:**

- Trustee Sherboneau presented a **MOTION** at 8:03 p.m. to discuss current or pending legal matters. Trustee Randazzo seconded; the motion was carried.
- Trustee Sherboneau presented a **MOTION** at 8:35 p.m. to close executive session. Trustee Forger seconded; the motion was carried.

**Adjournment:**

- Trustee Sherboneau presented a **MOTION** to adjourn the meeting at 8:36 p.m. Trustee Randazzo seconded; the motion was carried.

Respectfully Submitted,

Michelle E. Gaeta, Clerk