

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, November 27, 2017, at 5:30 p.m. in the Municipal Building.

**PRESENT:** Norma Zimmer, Mayor  
John Buker, Trustee  
Michelle Grybowski, Trustee  
Nancy Hyde, Trustee  
Tony Randazzo, Trustee

**ABSENT:** None

**OTHERS:** Kevin Patenaude, Police Chief  
Terry Jones, DPW Superintendent  
Rob Stevenson, W/WW Manager  
Geneva Phelps Miller, Treasurer/Interim Clerk

**Community Residents:** See sign-in sheet (on file in Clerk's office)

**Pledge of Allegiance/Call to Order:** Mayor Norma Zimmer called the regular meeting to order at 5:30 p.m.

**Police Report:**

Kevin Patenaude, Police Chief, presented the activity report for Board review. Chief Patenaude announced that NYS Dept. of Transportation has agreed to mark a "School Zone" on NYS Rt. 12 (James Street), utilizing signs advising traffic should slow down from 8-10 AM and 2-4 PM. Flashing lights are also being researched to determine if funding assistance is available.

**DPW Report:**

DPW Superintendent Terry Jones presented the activity report for Board review. Supt. Jones stated everything is ready for the parade, barricades have been set out, and a Village employee will be on duty for trash removal. The on-line auction yielded a bid of \$3,200 for the International Plow Truck; funds will be received within two weeks. The new plow truck will be in the parade.

Supt. Jones requested permission from the Board to offer employees an opportunity to submit a bid on the following equipment which has exceeded its useful life: (1) Light Bar from previous K-9 Blazer; and (2) Fisher Plow (needs considerable work). The Board agreed to set a minimum bid for the light bar at \$50, and a minimum bid for the plow of \$200. If no employees submit bids, the equipment will then be advertised for public bid.

**Water/Wastewater Report:**

Rob Stevenson submitted the monthly report to the Board, noting that he updated the Board at the last meeting, and there have been no significant changes since then. He discussed obtaining an outside contractor to perform the work scheduled on the SBR this fiscal year. He has reviewed the budget and feels there are sufficient funds to complete the work. The Board approved the request. Mr. Stevenson will work with Tyler McDonald to prepare the specs for the project. NYS Dept. of Environmental Conservation today approved an extension of time to complete the project.

**Consent Agenda:**

Trustee Randazzo presented a **MOTION** to approve the Consent Agenda as presented. Trustee Hyde seconded; the motion was carried.

1. DRAFT Meeting Minutes November 13, 2017 (with corrections)
2. Payroll #12 (Week #47)
3. Abstract #12 - \$24,795.13

General Fund	Voucher(s) A18-354 – A18-374	12,038.06
Water Fund	Voucher(s) F18-084 – F18-089	2,990.65
Sewer Fund	Voucher(s) G18-155 – G18-168	9,766.42
4. Capital Projects:

<b>022-RIVERWALK 3</b>	<b>Abstract #25</b>	<b>\$321,605.66</b>
<i>Engineering – Fisher Associates (Pay App #17)</i>	<i>Voucher H022-046</i>	<i>\$24,998.58</i>
<i>Construction – M.A. Bongiovanni (Pay App #17MAB)</i>	<i>Voucher H022-047</i>	<i>\$296,607.08</i>
<b>026-SANITARY SEWER LATERALS</b>	<i>No Voucher(s)</i>	<i>0.00</i>
<b>027-WATER SYSTEM IMPROVEMENTS</b>	<i>No Voucher(s)</i>	<i>0.00</i>
<b>029-CLAYTON HISTORIC DISTRICT</b>	<i>No Voucher(s)</i>	<i>0.00</i>

**Treasurer/Interim Clerk:**

Large Water Meter Replacement Project: Temporary Easements were mailed to all customers currently utilizing “large meters” which are not yet compatible with the automatic reading equipment and software, with responses due by December 4.

New Water/Sewer Account: Trustee Hyde presented a **MOTION** to approve the addition of a new account, and authorizing issuance of an initial water bill for November 2017. Trustee Buker seconded; the motion was carried.

Change in Status of Water/Sewer Account: A vacant parcel owned by the Clayton Fire District was sold to TIERS. Subsequent to that sale, TIERS was assigned a new water/sewer account number. It has come to the attention of office staff that the former “Vacant” account #1174 should be classified as “Inactive,” rather than “Vacant.” Trustee Randazzo presented a **MOTION** to approve the change; Trustee Hyde seconded; the motion was carried.

**New Business:**

Water System Improvement Project: Trustee Randazzo presented a **MOTION** to approve Change Order #3-01 for W.D. Malone Trucking & Excavating, Inc. to install the large meter replacements. Trustee Hyde seconded; the motion was carried.

Board Appointment: Trustee Buker presented a **MOTION** to appoint Pat Dewey as an Alternate Member of the Joint Town/Village Planning Board for a five-year term expiring December 31, 2021. Trustee Hyde seconded; the motion was carried.

**Old Business:**

Village Property Taxes Two-Part Payment Option: Mayor Zimmer requested that the Board vote to settle the lingering matter of whether or not the Village will offer a two-payment option for Village taxes, as follows:

Trustee Buker: Voting No	<i>Reason:</i> Very few did not pay on time this past tax season. There is always the option to pay late, as the collection period does not end until 10/31
Trustee Grybowski: Voting Yes	<i>Reason:</i> People should have a choice; they have a right to manage their money in a way that works best for them.
Trustee Hyde: Voting No	<i>Reason:</i> Only 2 regional villages accept partial payments; even without partial payments, payments with late fees are accepted until 10/31. Property taxes represent the bulk of the General Fund budget, and operating funds must be received in a timely fashion.
Trustee Randazzo: Voting No	<i>Reason:</i> Keep at one payment, based on budget and allocations.
Mayor Zimmer: Voting No	<i>Reason:</i> Same as those expressed above; a two-payment option would not allow much leeway for individuals, as school taxes are due in September. Any unpaid taxes are paid to the Village by the County in the spring – the Village is “made whole” annually.

The result of the vote was four to one (4:1) opposed to offering a two-payment option for Village property tax bills.

**Mayor’s Report:**

Riverwalk 3 construction is on target to button up sheet piling, tie-backs and backfilling. Work will cease before Christmas and resume in the spring. The Village website currently has a link to the survey being conducted by the Clayton Local Development Corporation; all are encouraged to participate. Mayor Zimmer noted that Saturday was a successful day for “Small Business Saturday.” There are many nice shops downtown, and there was a lot of foot traffic despite the weather.

**Public Comment:**

Jackie Collins requested permission from the Board to set up a booth at Frink Park during the Christmas parade to offer hot coffee and cocoa to the public at no charge as a community service for the youth group at River Church. She has already spoken with the Chamber Executive Director who did not object. The Board stated as long as she clears it with the downtown businesses who provide the same beverages, they have is no objection.

**Adjournment:**

Trustee Grybowski presented a **MOTION** to adjourn the meeting at 6:29 p.m. Trustee Randazzo seconded; the motion was carried.

Respectfully Submitted,

Geneva Phelps Miller, Interim Clerk