

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, January 22, 2018, 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 (arrived at 5:42 p.m.)

**ABSENT:** None

**OTHERS:** Kevin Patenaude, Police Chief  
Terry Jones, DPW Supt.  
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.

### **VISITOR(S)**

EFPR Solutions' representative Tina Denigro was unable to attend the meeting due to inclement weather. After discussion, the Board agreed to set a special workshop meeting to conference call with Ms. Denigro on Friday, January 26<sup>th</sup>.

### **POLICE**

Chief Patenaude presented the activity report. Chief Patenaude announced that NYSDOT has designated a portion of NYS Route 12 (James Street) as a designated school zone, approved by the NYS Legislature. Signs will be erected by NYS as time allows. Speeds will be reduced to 20mph from 8-10 AM and from Noon-2 PM on school days. Mayor Zimmer and Chief Patenaude met with Michael Bashaw and Ken Garnsey of TI Central Schools to discuss other options for making the area surrounding the school safer. The Board agreed with Chief Patenaude that issues with parking and parents following the rules when picking up/dropping off their children is ultimately a school problem. We can share in the solution, but we cannot make it happen. Trustee Buker will invite Mr. Bashaw to attend the next regular board meeting on February 12<sup>th</sup>, suggesting that he bring some of those concerned parents with him in an attempt to develop a mutually satisfactory solution.

### **DPW**

DPW Supt. Jones presented the activity report. Supt. Jones reported a manhole at the intersection of James and Union Streets collapsed on Friday and was covered with a steel plate for the weekend. It was a complicated repair due to the structure deteriorating due to many years of salted roads, however the repairs are expected to be complete this week.

During the power outage last week, the Municipal Building generator did not start to take over as designed. There appears to have been a surge before the power went out, which may have faulted the relay and/or transfer switch.

Trustee Hyde inquired whether Supt. Jones contacted the Antique Boat Museum to shovel the sidewalk by the parking lot across from the Wood Boat Brewery. Supt. Jones stated the plows do use the wing along the sidewalk by the community parking lot on Riverside Drive. Several problem areas were noted throughout the Village; Board members agreed these need to be followed up on. Trustee Randazzo complimented Mar's for taking good care of the sidewalk this year.

### **WATER-WASTEWATER**

WWTP Manager Rob Stevenson presented the monthly report. He complimented W/WW operator Keith LaLonde for assisting the water project contractors. Trustee Grybowski inquired the status of the "smoke and dye" project; Rob stated that follow-up letters will be sent in the spring to the 50+ properties that have not yet complied.

### **BID OPENING (7:00 p.m.)**

2018-2019 Sludge Hauling Contract: Only one bid was submitted for consideration. Trustee Buker presented a **MOTION** to accept the sole bid as submitted by Gillbuilt Transportation. Trustee Grybowski seconded; the motion was carried.

## CONSENT AGENDA

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

1. DRAFT Meeting Minutes January 8, 2018
2. Payroll #16 (Week #3)
3. Abstract #16 - \$43,259.78

General Fund	Voucher(s) A18-457 – A18-483	25,751.98
Water Fund	Voucher(s) F18-114 – F18-120	1,648.43
Sewer Fund	Voucher(s) G18-193 – G18-214	15,859.37
Library Fund	Voucher(s) L18-121 – L18-122	716.81
4. Capital Projects:

<b>022-RIVERWALK 3</b>	<b>ABS #27</b>	<b>\$19,780.93</b>
<i>Engineering – Fisher Associates</i>	<i>Voucher H022-049</i>	<i>19,780.93</i>
<b>026-SANITARY SEWER LATERALS</b>	<b>ABS #10</b>	<b>\$60.00</b>
<i>NBRC Grant Admin. – DANC</i>	<i>Voucher H026-011</i>	<i>60.00</i>
<b>027-WATER SYSTEM IMPROVEMENTS</b>	<b>ABS #31</b>	<b>\$148,688.18</b>
<i>Technical Services – DANC</i>	<i>Voucher H027-069</i>	<i>2,205.00</i>
<i>Engineering – O'Brien &amp; Gere</i>	<i>Voucher H027-070</i>	<i>52,655.79</i>
<i>Engineering – O'Brien &amp; Gere</i>	<i>Voucher H027-071</i>	<i>63,553.03</i>
<i>1A-General Construction – Continental Construction</i>	<i>Voucher H027-072</i>	<i>25,514.86</i>
<i>1B-Electrical – SC Spencer Electric, Inc.</i>	<i>Voucher H027-073</i>	<i>2,850.00</i>
<i>1D-Plumbing – Hyde-Stone Mechanical Contractors</i>	<i>Voucher H027-074</i>	<i>1,909.50</i>
<b>029-CLAYTON HISTORIC DISTRICT</b>	<b>ABS #23</b>	<b>\$19,553.93</b>
<i>Legal – Hage &amp; Hage (6/2017-8/2017; 10/2017-12/2017)</i>	<i>Voucher H029-052</i>	<i>19,388.93</i>
<i>NYSDOT Technical Services – DANC</i>	<i>Voucher H029-053</i>	<i>165.00</i>
5. Request(s) for Use of Municipal Building:
  - a. TOPS Meetings – Wednesdays (2/14 through 3/28, 2018)
  - b. Clayton Figure Skating Club Banquet – Sunday, March 18, 2018 – 4-7 PM
  - c. Chamber of Commerce Job Expo – March 28, 2018 – 2-7 PM (tentative times)
  - d. Girl Scout Ambassador Troop – Thursdays January 25 through June 7, 2018 – 6-7 PM
  - e. Girl Scout Riverside Service Unit – Cookie Delivery – Week of March 26, 2018
6. Request for Use of Frink Park/Riverwalk Pavilion:
  - a. Clayton UMC – Easter Sunrise Service – April 1, 2018

## TREASURER/INTERIM CLERK

2018-2019 Allowable Levy Growth Factor: The Comptroller's office has released 2018-2019 municipal allowable levy growth factors.

Videophones to iPads: Customs has contacted the Village to advise that the current videophone will be replaced with an iPad at some point, and offered to install additional iPads. The Board agreed that one should be at each Village dock (Rotary Park and Mary Street). Town Supervisor Storandt was present at the meeting and expressed his approval to install one at the Town docks (near the 1000 Islands Harbor Hotel).

Snow Removal Reminder: The Board did not approve placing a box ad in the *Thousand Islands Sun* regarding snow removal.

## NEW BUSINESS

Census 2020: Jefferson County will participate in LUCA for all municipalities within its borders.

PIVOT (EAP): Trustee Grybowski presented a **MOTION** to approve the PIVOT Employee Assistance Services Contract for Calendar Year 2018 at an annual fee of \$600.00. Trustee Buker seconded; the motion was carried.

## OLD BUSINESS

1000 Islands Poker Run 2018: The Board again addressed the request. Trustee Buker noted he is not against the run itself, but taking up the docks around lunchtime is not in the Village's downtown businesses' best interest. The organizer stated nothing is different from last year; lunch will be at the Johnston House; the lunch stop is the key stop of the day; the time period boats are on display is around 2 hours (11:30-1:30 or so). Trustee Grybowski expressed concern the event is scheduled on July 7<sup>th</sup>; a heavy traffic weekend. Pierre responded it is always on the Saturday after July 4<sup>th</sup>, but the event was postponed last year until late September due to the high water levels. The Board agreed to the schedule, noting this is a big draw to the community, with the 40-50 boats on display during the lunch hour. Trustee Grybowski presented a **MOTION** to approve the

request; seconded by Trustee Randazzo, who requested a roll call vote. The results were 4 in favor; 1 opposed (Trustee Buker). The motion was carried.

***MAYOR'S REPORT***

The 2018 NYCOM Winter Legislative Meeting is scheduled February 11-13, 2018 at the Albany Marriott.

***PUBLIC COMMENT***

Town Supervisor David Storandt requested a volunteer from the Village Board to review the Justice Court intermunicipal agreement with a Town Councilmember. Mayor Zimmer volunteered.

***EXECUTIVE SESSION***

Trustee Grybowski presented a **MOTION** to enter Executive Session at 7:05 p.m. to discuss a personnel matter(s) regarding a specific employee(s). Trustee Buker seconded; the motion was carried.

Trustee Grybowski presented a **MOTION** to close Executive Session at 7:25 p.m. Trustee Hyde seconded; the motion was carried.

***ADJOURNMENT***

Trustee Hyde presented a **MOTION** to adjourn the meeting at 7:26 p.m. Trustee Grybowski seconded; the motion was carried.

Respectfully Submitted,

Geneva Phelps Miller  
Treasurer/Interim Clerk