

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, June 11, 2018, at 5:30 p.m. in the Municipal Building.

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

ABSENT: NONE

OTHERS: Kevin Patenaude, Police Chief
Terry Jones, DPW Superintendent
Megan Ervay, W/WW Manager
Geneva Phelps Miller, Treasurer/Interim Clerk
Joanne Boye, Deputy Clerk (PT)

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 then called the regular meeting to order at 5:30 p.m.

Police Report:

Chief Patenaude presented the activity report. The *Pearl Mist* cruise ship visit went smoothly, and the motor yacht *Equation* also moored at the Regional Dock. School zone signs have been installed by NYSDOT (James St.) and appear to be having a positive impact on slowing traffic through that area. The addition of flashing lights would cost approximately \$20,000 to install on both sides of the road. Chief Patenaude recommended waiting to see how the current signage works over the long term.

Charles Stage addressed the Chief and Board members regarding concerns about the cost of mooring this year. He does not recall when the Village began charging, but stated that he does not understand what the \$300 fee actually covers. Chief Patenaude stated when the Harbor Management Plan was put into effect, in the late 90's, the first stage was to designate a mooring area and charge people for placing a mooring block on the bottom of the river. Mr. Stage stated he is required to maintain the block, ball and chain; has to maintain insurance on boat so Village is not liable, so what does the Village do for his money. He understands there are lighted markings now, but the mooring area does not show on charts. He stated boats moored within the designated area are continuously getting beaten and battered by wakes. Last year it was not as bad due to the Governor's speed limit edict in effect during the abnormally high water levels. Nautical rules are that vessels cannot throw a wake or exceed 5 mph within 100 yards of a moored vessel.

Mayor Zimmer reported that Trustee Randazzo is working on obtaining GPS coordinates for NOAA in order to include the mooring area on the digitized charts. Chief Patenaude stated that many years ago applications for moorings were submitted to the Army Corps of Engineers, which had the power to grant control of lands underwater (the river bottom). When the Village passed its Harbor Management Law, the State of New York relinquished control of the bottom of the river in areas that had a Harbor Management Plan in place. When the mooring fee is paid, the piece of the bottom that the mooring is located on is considered "rented." Chief Patenaude noted that he will speak with State Police and Park Police requesting they patrol the mooring areas when they are in the area. In addition, "No Wake" and "5 mph" signs will be placed in the mooring areas and on Village docks. Chief Patenaude will go to local marinas to see if they might post similar notices. Mr. Stage thanked the Chief for proving a clear explanation of what a mooring rental actually consists of.

Regarding mooring blocks currently on the river bottom, but not connected to a Village permit, Chief Patenaude noted there may be abandoned mooring blocks on the bottom of the river. For the cost of the block, it doesn't pay to pull the one ton block and move it. They took ball and tackle and left block for someone else to hook onto. Mr. Price of St. Lawrence Restoration rented two moorings this year in the Goose Bay mooring area, and what he should do with the remaining abandoned blocks. Chief Patenaude stated he can either leave the block there, or pull it and resell it and/or install it. The marina decided this year not to rent the usual seven moorings due to the fee increase, but will rent two moorings.

DPW Report:

DPW Superintendent Terry Jones presented the activity report, and requested approval to pay an invoice from Commercial Dive Solutions for work performed last month (moving blocks; attaching chains, repairs to the big dock). Trustee Randazzo presented a **MOTION** to approve payment to Commercial Dive Solutions in the amount of \$1,767.75. Trustee Grybowski seconded; the motion was carried.

Street painting is nearly complete; parks have been weeded and mulched through the hard work of Heidi Szonn and Jerry Babcock. The sign at Frink Park has been pressure-washed and looks fantastic. Trustee Hyde requested that a tree on the west-side corner of Union and James Street be trimmed to improve sight line for cars exiting Union Street.

Water/Wastewater Report:

W/WW Manager Megan Ervay presented the activity report. The annual inspection by NYSDEC went well; inspectors were pleased with the Long-Term Control Plan and the progress of repairs. Pump #1 has been returned and will be installed tomorrow at the water treatment plant. The pump will be utilized excessively for the next two weeks to verify it is working properly. Seward's will then pick up Pump #2 for repair. New filters were delivered today; however on initial inspection it looks as though they may not be what was ordered. The operators are concerned; however perhaps they can work with what we have instead of returning them and waiting for another delivery. An ad for a new operator has been placed; June 22 is the last day to apply.

Request(s) to be on Agenda:

Twyla Webb requested cost estimates submitted by the utility companies for the Historic District Project. Mayor Zimmer reiterated that the final cost estimates have not yet been received. Once they are received, the final project budget will be prepared and available to the public. Negotiations with the utilities are ongoing.

Ms. Webb requested an explanation of the tax increase of 5.9% on property taxes, and said she didn't understand why the "tax bills show 6.7%." Treasurer Miller explained the 2017-2018 tax rate was \$6.721267 per 1,000. The 2018-2019 tax rate is \$7.109408 per 1,000. The % increase for the tax rate is calculated by subtracting last year's rate from this year's rate, then dividing by last year's rate. This yields a 5.78% increase in the tax rate. The tax bills show that the Village Tax Levy this year is \$1,275,555, up \$80,244 from last year's levy of \$1,195,311. This is a 6.7% increase in the tax levy. The Tax Levy is calculated using the total assessed valuation of Village taxable property, divided by 1,000, times the tax rate. The Tax Rate is not the same as the Tax Levy, as the numbers are derived from two disparate values. It should be noted the Village's 2018-2019 assessed valuation increased by \$1,577,757 from 2017-2018

Ms. Webb requested a listing of the Village's short-term and long-term debt. Mayor Zimmer stated that information is available by submitting a FOIL request to the Clerk's office.

Ms. Webb requested detailed costs paid to Hage & Hage, and requested information about when agreements were approved. Trustee Randazzo and Mayor Zimmer explained that legal counsel is imperative in negotiating with large utility companies such as National Grid and Verizon and this is what Hage & Hage specializes in.

Betsy Wheaton regarding the Historic District Improvement Project: (1) Will the Village request an alternative to burying the lines? Mayor Zimmer stated the Village has passed a law that all utilities must be buried in the Historic District, so NYSDOT has prepared its street rehabilitation and improvement project on that premise. (2) How will the National Grid surcharge be distributed; will it be for all Village residents or just those affected by the underground connections? Mayor Zimmer responded we should have that information when National Grid submits its final cost estimate.

Consent Agenda:

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

1. DRAFT Meeting Minutes May 29, 2018
2. Week #23 (P/R #1)
3. Abstract FYE #1 (2017-2018) - \$55,996.24

General Fund	Voucher(s) A18-720 – A18-745	16,445.44
Water Fund	Voucher(s) F18-193 – F18-198	2,499.27
Sewer Fund	Voucher(s) G18-335 – G18-345	37,051.53
4. Abstract #1 (2018-2019) - \$5,861.06 – Vouchers #00000000 through #00000017

General Fund	5,226.68
Water Fund	537.51
Sewer Fund	96.87

Treasurer/Interim Clerk:

Letter of Support: Trustee Grybowski presented a **MOTION** to approve a Letter of Support of an application for a Community Development Block Grant by Neighbors of Watertown, Inc. Trustee Hyde seconded; the motion was carried. Neighbors of Watertown provides assistance to low and very low income households with repairs to their homes as well as addressing the high costs of regular maintenance, which leads to overall disrepair. Addressing and assisting with these issues is imperative and allows the elderly, persons with disabilities, and single-parent households to stay in their current homes.

2017-2018 Budget Revisions: The Village Board reviewed the Cost Study and Cost Allocation Options prepared by EFPR Solutions, LLC, the Village's accounting support service. After discussion and consultation with DANC Consultant, Carrie Tuttle, Trustee Buker presented a **MOTION** to approve the transfer of \$291,533 from the Water Fund and \$291,533 from the Sewer Fund to the General Fund for the fiscal year ending May 31, 2018. Trustee Hyde seconded; the motion was carried.

New Business:

Zoning: The Board reviewed correspondence from a resident regarding his position that a recent zoning permit was issued without following procedural guidelines. After discussion, it was decided that Mayor Zimmer will draft a response letter for Board review outlining concerns expressed by Board members and this resident.

New Business:

Water System Improvement Project: The Board discussed proposed amendment to the Technical Services Agreement (TSA) with The Development Authority of the North Country. The amendment expands the scope of the TSA to administer all engineering, grants, MWBE reporting and funding agency requirements in connection with the three additional water mains approved by the Board. DANC will act as project manager for that portion of the project. Trustee Buker then presented a **MOTION** to approve Amendment No. 3 to the DANC TSA at a cost not to exceed \$10,000.00. Trustee Randazzo seconded; the motion was carried. Trustee Buker did express concern about the contingency balance left in the project budget.

Old Business:

Charity Poker Run: Bobby Cantwell stated that last year's event consisted of 7 boats; this year he expects 120. Mr. Cantwell requested use of Mary Street dock for the weekend of July 21-22, 2018. He also requested permission to fuel the boats at Mary Street Dock between noon and 2:00. Fuel would be provided by a "professional company" tanker with a 200 ft. hose. In the event of a spill, RJ Marine has the equipment to mitigate any spill. The fuel transfer will be covered by RJ Marine insurance.

Mr. Cantwell also requested permission to hold a block party from 5-9 on July 19th. He proposed closing part of Riverside Drive at 5:00, with the boat show to begin at 6:00. He has arranged for a shuttle from the Recreation Park Arena beginning at 5:00. The Board inquired how much support he has obtained from the downtown business owners. Mr. Cantwell stated they appear, for the most part, to support the event. He does plan to hold a second meeting with the downtown business owners soon. He stated "the Chief is fine as long as the Board is." He said the Fire Police and Fire Dept. will sign on to the plan.

Trustee Hyde suggested the matter be tabled until the June 25, 2018 meeting in order to have Board member(s) attend the meeting with the downtown business owners regarding the block party and street closure. Trustee Randazzo stated he would recuse himself from voting on a motion as he is a downtown business owner. Trustee Hyde volunteered to attend the meeting on behalf of the Board. Other concerns expressed concerned the Opera House big band show on the same night, and the importance of maintaining traffic flow to and from the downtown area. Mr. Cantwell stated TIERS prepared an emergency plan complying with international safety standards.

Mr. Cantwell also requested holding one or two docks at Rotary Park open for the boats. The Board again stated the matter is tabled until the June 25th meeting in two weeks.

Trustee Randazzo reported the Food & Wine Show was a great success. There were more food vendors this year, and a nice food and wine. This is a family friendly event, with a nice crowd and venue.

Mayor's Report:

Mayor Zimmer reported on the following:

1. Riverwalk 3 – progress report
2. Historic District – discussed previously
3. Girl Scouts - to attend June 25, 2018 Board meeting
4. CLDC – strategic plan completed; requesting matching funding from the Town (\$20,000) rather than \$7,500 budgeted
5. Paynter Senior Center – Assemblywoman Addie Jenne visited on June 1st
6. Bridge NY – grant awards will be awarded in September
7. Homes for Our Troops – the house will be turned over to the McDermott family on June 23rd; the home can be viewed by the public at 10:00 AM.
8. Retirement Party – June 29th from 4:00 – 7:00; meet and greet at the Knights of Columbus hall; encourages people to stop by and thank Keith for his hard work through more than 43 years with the Village.

Public Comment:

Peter Parker expressed concern regarding the Historic “Loop” and NYSDOT’s intention to turn over the Loop and all responsibility when the Historic District Improvement Project is completed. Mayor Zimmer stated additional work to be done on the Loop prior to the Village’s acceptance would be under a separate capital project.

Allen Heberling attended the DOT informational meeting on June 5th. He inquired who is responsible for new utility entrances to buildings in the project scope. Mayor Zimmer stated that is an owner’s expense. He also commented that although the Village has published the street sweeping schedule, people are not following the parking guidelines. Trustee Randazzo reported vehicles not in compliance with the parking schedule will be ticketed.

Adjournment:

Trustee Grybowski presented a **MOTION** to adjourn the meeting at 7:29 p.m. Trustee Randazzo seconded; the motion was carried.

Respectfully Submitted,

Geneva Phelps Miller, Interim Clerk

DRAFT