

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday February 11, 2019, at 5:30 p.m. in the Municipal Building.

**PRESENT:**

Norma Zimmer, Mayor  
Tony Randazzo, Trustee  
Michelle T. Grybowski, Trustee  
Nancy L. Hyde, Trustee  
John Buker, Trustee

**ABSENT: None**

**OTHERS:**

Kevin Patenaude, Police Chief  
Terry Jones, DPW Superintendent  
Megan Ervay, W/WW Manager  
Joanne Lenhard-Boye, Village 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 opened the meeting at 5:30 p.m.

**Police Report:**

Chief Patenaude presented the Activity Report, everything is going very well.

**DPW Report:**

Superintendent Jones presented the Activity Report and the following

- Talked about snow storm coming and getting 12 to 18 inches of snow, and the guys are all ready and geared up.
- New employee is doing a great job and Terry says "he is thrilled that he is fully staffed".
- Mayor Zimmer asked about Centennial Park putting in some kind of fence that would look better than the orange fencing that is up now. Terry Jones and the Board discussed a few different options that may work for the summer season. The Board seemed to like the idea of the Rope and Drape look, making it look nautical.

**Visitor(s)**

Matt Cooper, Engineer Barton & Loguidice – Updates to Board - the first one being the Wastewater Collection and Treatment Improvements Project. The most important update since the last meeting was about the meeting they had with DEC, to discuss permits and funding. He explained that we are currently kind of in a limbo with our current permit for sewer systems, in that our three CSO's are still on our permit. There are a few different permit actions coming up. The first one is:

*Long Term Control Plan Update* - They want to see these recommended improvements to our sewer system be incorporated in Long Term Control Plan. They agree those things need to be done, and to memorialize that they will be updated and be a part of our Long Term Control Plan. That is one action that needs to be taken and they have a submission to DEC to complete that.

*Permit Modification* - Through the transition, physically with constructing these corrections through our sewer system, the permit will need to be modified to reflect that. That's going to require a submission to DEC to have the modification made. This year there are 3 permits. There is our normal permit renewal, which they will just renew "as is". There is the Modification Permit which will go through the approval process with the modifications that we are going to make in our system. Permanently admitting those CSO's and the increase capacity of our treatment plan, and then the Long Term Control Plan Update. What does all this mean in relationship to grant funding? Matt Cooper said keep in mind that we have secured 2.2 million in grant money and will be working towards getting more grant money and if needed, subsidized loans for balance.

Matt Informed the Board that there is still one grant that they would like to pursue that we applied for last year and were not successful in securing that grant, and that's partly to do with DEC still having our Engineering report under review when that decision had to be made on the grant with not having completed the review on the report. That is the Water Quality Improvement Program (WQRP)

For this year's application, they want to get a handle on what is going to improve our chances. One thing they mentioned specifically was we need to show "shovel-ready", so the more we have progressed project and by the time they are making a decision in September or October preferably they would love to see construction drawings and specs. That ideally would show readiness. Then the other point was the fact that all these improvements being memorialized in our Long Term Control Plan would also improve our likelihood of getting this grant as well.

Matt Cooper then presented the Barton & Loguidice Engineering Agreement - Amendment No. 1 – for Wastewater Infrastructure Improvements Engineering Agreement that expands the authorized services for Design, Bidding, and Construction Phases of the project.

Trustee Hyde presented a **MOTION** to approve Barton & Loguidice Engineering Agreement - Amendment No. 1 to expand authorized services for Design, Bidding, and Construction Phases of the project, Trustee Buker seconded the motion

was carried

**W/WW:**

W/WW Supervisor Megan Ervay gave an update of recent activities to the Board. They managed to not have any overflows at the pump station with all the rain and snow melting. They had everything ready to go in case there was overflows, but they managed to luck out again. Did some substantial completion walkthroughs with Continental and went well. She also informed the Board that she has been working with office staff to get the Water bills corrected that were not reading properly, ready to go in time for this coming water billing March 1<sup>st</sup>, 2019.

**Consent Agenda:**

Trustee Hyde presented a **MOTION** to approve the Consent Agenda numbers 2-5, Trustee Randazzo seconded; the motion was carried.

2. Payroll Week #5 (P/R #18) – \$40,757.02
3. Abstract #17 – Vouchers #1452-1453,1454,1455-1472 – \$59,887.67
  - General Fund \$10,578.18
  - Water Fund \$11,273.19
  - Sewer Fund \$37,725
  - Library Fund \$308.12
4. Capital Projects

| <i><b>CAPITAL PROJECT</b></i>                    | <i><b>INVOICE #</b></i> | <i><b>AMOUNT</b></i> |
|--|-------------------------|----------------------|
| <b>029-NYS DOT HISTORIC DISTRICT IMPROVEMENT</b> |                         | <b>\$2,585.98</b>    |
| <i>DANC</i>                                      | <i>074750</i>           | <i>\$2,337.98</i>    |
| <i>DANC</i>                                      | <i>074755</i>           | <i>\$248.00</i>      |

5. Denise Trudell, IAO from NYS Assessor Association made a request to Board to use the Municipal Building on Monday August 26, 2019 from 8am-4pm in order to provide the local Assessor's required course of Ethics. The Board approved this request

**Old Business:**

The Board approved a preliminary Dress Code Policy to be followed by Village employees, with some fine tuning. Trustee Hyde presented a **MOTION** to approve Dress Code Policy, Trustee Grybowski seconded; the motion was carried.

The Board approved the Cell Phone Policy and this was also brought to **MOTION** by Trustee Grybowski, Trustee Buker seconded, the motion was carried.

**Clerk:**

The Board did not approve the Cash Register that was requested by Treasurer.

**Mayor(s) Report:**

Mayor Zimmer gave an update on the DEC meeting on February 4<sup>th</sup>, 2019. There was discussions on this among the Board members.

Mayor Zimmer gave a brief update on the Human Resource help that is given from The Town of Clayton and training that is going on for our employees

Also gave update on the Winter Environmental Conference on Save the River. If you want to see the Video on the entire conference on this link: <https://www.youtube.com/watch?v=L3F--RJFyrU&feature=youtu.be>

Trustee Grybowski presented a **MOTION** to adjourn the meeting at 6:40pm; Trustee Buker seconded; the motion was carried.

Respectfully submitted,

Joanne Lenhard-Boye Clerk