

**Regular Village Meeting
Village of Clayton Board of Trustees
September 14th, 2020**

Page 1 of 4

There was a scheduled Regular Meeting by video conference meeting with “GOTOMEETING APP” due to the COVID-19 Virus, with the Board of Trustees of the Village of Clayton on Monday September 14th, 2020 at 5:30 p.m. The meeting may be viewed online at:

<https://transcripts.gotomeeting.com/#/s/26ddd500e91b08be5ce3301dfd27cf92fa1e52dc5b1f3d7aa156eb2e85f7222c> and a transcript is attached to these minutes.

PRESENT:

Norma Zimmer, Mayor
Michelle T. Grybowski, Trustee
Nancy L. Hyde, Trustee
Steven Badour, Trustee
Jeremy Kellogg, Trustee
Terry Jones, DPW Supervisor
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer
Alicia Dewey, Treasurer/Human Resources

ABSENT:

Kevin Patenaude, Chief of Police

Community Residents:

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

Mayor Zimmer opened the Regular Village Meeting at 5:30 p.m.

POLICE REPORT:

Kevin Patenaude, Chief of Police - submitted his activity report, report is filed at the Village Clerk’s office.

DPW REPORT:

Terry Jones, DPW Superintendent - presented his activity report. This report is filed at the Village Clerks office. Terry informed the Board of the Fall Pick up scheduled for October 13th, 2020.

He asked the Boards approval to bid out the sections of the floating dock behind the monument. There is no use that the Village would have for them and he thought this would be a good way to get rid of them, also put some money into the general fund. The Board agreed with Terry. Terry will get together with Joanne, Village Clerk and put together a bid and send it out to TI Sun, and also put on the Village web site. He also noted that Sam Matt is done working at the Rotary Park docks. Terry added that he heard from a number of people how clean the bathrooms were this summer. Matt did an outstanding job.

Terry sent an email to the Board requesting for a new truck. He wanted to discuss this further and brought up that he had enough money in the CHIPS fund to finance for a truck. DPW is in desperate need for a new truck and in order to qualify to use CHIPS fund it has to have a plow on it. The Board approved for Terry to move forward with investigating this further and bringing to the Board for approval when he gets all the information together.

WATER/WASTEWATER:

Matthew Cooper, Barton & Loguidice P.E

1. Summary update – Matt presented his summary update for the Wastewater Collection & Treatment Improvements Project (Including REDI improvements.)

Design:

- o Final Design QC Review is in progress.

Project Schedule: Pushed back 2 months:

- o Submit Plans & Specifications to DEC – Sept 2020
- o Bidding – Dec 2020
- o Award Contracts –Feb 2020
- o Construction Start – Mar 2021

**Regular Village Meeting
Village of Clayton Board of Trustees
September 14th, 2020**

- Construction Complete – June 2022

Funding:

Wastewater Improvements Project Budget - \$8,830,000

- USDA RD - \$1,000,000 grant **awarded**
- USDA RD - \$5,872,000 loan **awarded**
- NYS WIIA - \$1,958,000 grant **awarded** (max 25% or \$2,207,500)
- NRBC - \$500,000 grant **not awarded**
- WQIP - \$5M max grant **pending** (resubmit 2020?)

REDI Project Budget – \$2,370,000

- REDI - \$2,251,500 grant awarded (95%)
- Local Share - \$118,500

Permits

- DEC is currently modifying the SPDES permit.

Action Items:

- B&L Amendment – no increase in total contract amount.

Inflow and Infiltration Study:

- Preliminary Engineering Report for I/I study drafted and under QC review

2. Wastewater Infrastructure Improvements –Barton & Loguidice Engineering Agreement – Amendment No.3 – This amendment will increase our Funding Assistance fee by \$15,000 and decrease our Permits fee by \$15,000 to reflect the anticipated cost of these hourly services to be performed. There is no net change to the total Agreement amount.

Trustee Hyde made **MOTION** to approve Amendment No.3 as described above, Trustee Grybowski seconded, all were in favor MOTION was carried.

Megan Ervay, WWTP Supervisor - DANC

1. The water department is up to date on our Silica Exposure plan that is required by PESH to get us into compliance at the water plant. Water department also completed the lead and copper sampling. The 10 samples that are needed for this test were taken from 10 home owners in the Village. They were sent to Converse Labs and we have received most of them back but still waiting on a few more to come in.

CONSENT AGENDA:

1. DRAFT Meeting Minutes August 24th, 2020
2. Payroll (P/R #7) 08/06/2020 to 08/19/2020 \$32,826.17
3. Prepays – 09/03/2020 - \$783.67
4. Abstract - 09/14/2020 - \$79,167.00
 - General Fund \$27,792.94
 - Water Fund \$12,843.06
 - Sewer Fund \$38,531.00

Trustee Grybowski made the **MOTION** to approve the Consent Agenda items, 1-4, as presented. Trustee Badour seconded, all were in favor and motion was carried.

5. CAPITAL PROJECTS:

<i>CAPITAL PROJECT</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
027 – WATER TREATMENT IMPROVEMENT PROJ.	TOTAL	\$22,350.00
<i>Barclay Damon – Bond Counsel Services (Serial Bonds) 2020- Series A</i>	5080920	\$10,000.00
<i>Barclay Damon – Bond Counsel Services (Serial Bonds) 2020-Series B</i>	5080926	\$7,000.00
<i>Hunt Underwater Specialties, LLC – 06/29/2020</i>	070320A	\$5,350.00
029 – HISTORIC DIST PROJECT	TOTAL	\$99,248.64
<i>New Century Electric – pay app 12</i>	Pay app#12	\$99,248.64
030-INFILTRATION & INFLOW PROJ	TOTAL	\$4,000.00
<i>Barton & Loguidice- Professional Services thru July 25, 2020</i>	112058	\$4,000.00
031-WWTP & COLLECTION SYS	TOTAL	\$27,825.50
<i>DANC – Tech Service 07/06/2020-07/21/2020</i>	091300	\$1,397.00
<i>Barton & Loguidice – Professional Service thru July 25, 2020</i>	112055	\$26,428.50
032-REDI IMPROVEMENT PROJ	TOTAL	\$54,213.27
<i>Barton & Loguidice – Professional Service thru July 25,2020</i>	112495	\$28,778.37
<i>Barton & Loguidice – Professional Service thru August 22, 2020</i>	112669	\$8,799.60
<i>DANC – Tech Service 07/14/2020 – 07/24/2020</i>	091305	\$674.50
<i>Aubertine Currier services 06/24/2020</i>	11834	\$15,960.80
033-REDI WASTE WATER PROJ	TOTAL	\$16,875.00
<i>Barton & Loguidice- Professional Services thru July 25, 2020</i>	112065	\$16,875.00

Trustee Badour made the **MOTION** to approve the Capital Project items #5 as presented. Trustee Hyde seconded, all were in favor and motion was carried.

NEW BUSINESS:

1. EFPR Solutions Engagement Letter –August 1st, 2020 – July 30th, 2021
Trustee Kellogg made the **MOTION** to approve EFPR Solutions Engagement Letter for 2021, Trustee Grybowski seconded all in favor, motion was carried.
2. 2020 Municipal Solutions Agreement –Dated September 25th, 2020
Trustee Hyde made the **MOTION** to approve the 2020 Municipal Solutions Agreement, Trustee Grybowski seconded, all in favor motion carried.

CLERK:

1. Advertise bids for Sewage Sludge Removal – Village Clerk Joanne Lenhard-Boye asked Board to approve advertising bid for sewage sludge removal in the TI Sun.
Trustee Grybowski made the **MOTION** to approve the above request, Trustee Badour seconded, all in favor motion was carried.

HUMAN RESOURCES:

1. Sexual Harassment & Workplace Violence Prevention – Alicia Dewey reminded Board members that she still needed the Sexual Harassment & Workplace Violence Prevention coarse filled out and handed into her. She also added that she has not received the CPR training course from DPW

**Regular Village Meeting
Village of Clayton Board of Trustees
September 14th, 2020**

Page 4 of 4

or Water/Sewer department that opted to take it. Both department heads assured Alicia that they would make sure this gets done.

MAYOR'S REPORT:

1. *Notice from NYCOM* – Mandated by the State we need to develop a Pandemic Operation Plan for both the Village of Clayton and the Police Department by April of 2021.
2. The Blood Drive will be here on September 30th, 2020.
3. The Joint Town/Village Meeting is rescheduled for December 9th, 2020.

PUBLIC COMMENTS:

Allen Heberling resident of The Village of Clayton had a question regarding The Village's request for AUD extension. Mayor Zimmer explained that the State offers 60 days extension to file the AUD and the Village took the full 60 days so we could get in some changes from the Library and clean up the water project. The AUD will be filed by October 1st, 2020.

Trustee Grybowski made **MOTION** to end the meeting at 6:15pm, Trustee Hyde seconded, motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk