

Workshop Meeting: EFPR the accounting firm for the Village, met with the Board to discuss updates, and answer any questions the Board may have regarding accounting procedures.

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday July 12th, 2021 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor/Trustee
Jeremy Kellogg, Trustee
Joe Chrisman, Trustee
John Buker, Trustee
Terry Jones, DPW Supervisor
Thomas Haynes, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

ABSENT:

Kevin Patenaude, Chief of Police

Pledge of Allegiance/Call to Order:

Mayor Norma Zimmer led the Pledge of Allegiance and opened the meeting at 5:30 p.m.

POLICE:

Kevin Patenaude, Chief of Police

1. Activity Report submitted for this meeting

DPW:

Terry Jones, DPW Superintendent

1. Activity Report was presented to the Board. This report is filed at the Village Clerks Office

WATER/WASTEWATER:

Thomas Haynes, WWTP Supervisor – DANC

1. DANC Agreement for FEMA \$1.6 million water and wastewater system improvement project – The Board discussed this agreement and decided they needed more time to review the agreement. The Village has also contracted with Barton & Loguidice for the engineering of this project and the Board wants to look over both contracts and make sure nothing is being duplicated. This will be on the agenda for next meeting.
2. 610 Riverside Drive Unit A – Owners asked the Board to wave the late fees of \$46.15, being that they did not receive the previous bills.
Trustee Hyde made **MOTION** to wave the late fees, Trustee Kellogg seconded, all in favor motion carried.
3. Memo to the Board – TI School Water/Sewer account – Thomas went over the memo that was presented to the Board with reasons why the Village owes T.I. School (account 127-0) a credit on their water/sewer account, and also to change the equivalent dwelling units (EDU) down the 3 units. This memo is filed at the Village Clerks office.
Trustee Buker made **MOTION** to approve the credit of \$41,457.42 and to change EDU's to 3 units, Trustee Chrisman seconded, all in favor motion carried.

4. Contractor Application – Thomas presented a contractor application for Property Land Management asking the Board to approve application.
 Trustee Kellogg made **MOTION** to approve the contractor application, Trustee Buker seconded, all in favor, motion carried.
5. Heritage Heights Sewer Service Agreement – Thomas presented the new Sewer Service Agreement to the Board with a changed from 41 equivalent dwelling units (EDU's) to 43 EDU's.
 Trustee Chrisman made **MOTION** to approve the HHSD Sewer Service Agreement, Trustee Kellogg seconded, all in favor, motion carried.

CONSENT AGENDA:

1. DRAFT Meeting Minutes June 28th, 2021
2. Payroll (P/R #1) 5/13/2021 to 05/26/2021 \$35,566.69
3. Abstract – 07/12/2021 \$136,880.20
 - General Fund \$ 59,613.29
 - Water Fund \$ 14,357.33
 - Sewer Fund \$ 54,831.07

4. CAPITAL PROJECTS:

<i>CAPITAL PROJECT</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
<i>031-WWTP SEWER IMPROVMENTS</i>	<i>TOTAL</i>	<i>\$17,805.84</i>
<i>DANC WWTP Tech Service 06/18/2021to 6/23/2021</i>	<i>102652</i>	<i>\$264.00</i>
<i>Barton & Loguidice Services thru June 2021</i>	<i>118474</i>	<i>\$17,541.84</i>
<i>033-REDI WWTP</i>	<i>TOTAL</i>	<i>\$481.00</i>
<i>DANC REDI Tech Services 06/04/2021to 06/25/2021</i>	<i>102999</i>	<i>481.00</i>

OLD BUSINESS:

1. Flag policy – The new flag policy had not yet been updated. This topic was tabled until the next regular board meeting.
 Trustee Chrisman had questions as to why the police department was told to remove a flag flying at a resident's property leased from the Village, being that the new flag policy was not yet in effect.
2. Right of way on Franklin St. property – This topic was discussed again with the Board. The Board recommended for the owner to contact his lawyer to figure out what his options are.
3. Union Street – The Board discussed how to move forward with the issues on Union Street. The Board decided to contact Attorney Bob Slye, and set up a meeting with him to discuss.

NEW BUSINESS:

1. Board approval by vote – Resolution 2020-13 – Library acting independently, allowing Library to report directly to Civil Service – The Board decided that this resolution should be edited and brought back for approval for the next regular board meeting.
2. Dan Blank as Library Trustee – Trustee Hyde made **MOTION** to approve Dan Blank as Library Trustee, Trustee Kellogg seconded, all in favor motion carried.

3. Pay \$34,000.00 per 2021-2022 annual budget to Library – Trustee Hyde made **MOTION** to approve paying Hawn Memorial Library the \$34,000.00 dollars that was approved for the 2021-2022 annual budget, Trustee Chrisman seconded, all in favor, motion carried.
4. TI Museum use of Municipal Building (Saturday Dec. 4th, 2021) – Trustee Kellogg made **MOTION** to approve the TI Museum the use of the Municipal Building on Saturday Dec. 4th, 2021, Trustee Hyde seconded, all in favor motion carried.
5. EFPR submitted the monthly statement for May and the Board acknowledged receiving this.
6. Town of Clayton –Road Sand invoice 2021 \$9,458.80 – The Village is waiting to pay this invoice being that the Village was overcharged by the Town in 2019 and 2020 totaling the amount of \$24,072.40 for sand used. The Village is asking for a credit for this year’s invoice from the Town. The Town’s meeting is on Wednesday July 14th, 2021, and they will be making a decision if they are going to give the Village a credit, for overcharging the usage amount of road sand. This subject was tabled until next regular board meeting to see what the Town’s decision is.

CLERK:

1. Village Clerk Joanne Lenhard-Boye informed the Board of 2 vacation days she will be taking on July 29th & 30th. The Village office will be closed on these 2 days.

MAYOR:

1. The Mayor asked the Board to approve buying a Blink Camera for the office. The Board agreed this was a good idea and approved.

VISITOR’S:

1. Solar on Earth gave a brief demonstration on how the Village could potentially save money with the National Grid bills. They will be working with the Village Clerk to obtain the information they need to come back and present the savings.

ADJOURNMENT:

Trustee Buker presented a **MOTION** to adjourn the meeting at 7:55p.m. Trustee Kellogg seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer