

**Regular Village Meeting  
Village of Clayton Board of Trustees  
October 12<sup>th</sup>, 2021**

**Page 1 of 3**

There was a regular meeting of the Board of Trustees of the Village of Clayton on Tuesday October 12<sup>th</sup>, 2021 at 5:30 p.m.

***PRESENT:***

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

***ABSENT:***

John Buker, Trustee  
Kevin Patenaude, Chief of Police

**Pledge of Allegiance/Call to Order:**

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

***WATER/WASTEWATER:***

Thomas Haynes, WWTP Supervisor – DANC

1. Department updates – Thomas gave a brief summary of updates for his department
2. Barton & Loguidice – Amendment #5– Thomas explained the amendment for the Waste Water Infrastructure Improvement project to the Board. After questions and discussions The Board had questions for Thomas regarding this amendment and after discussions the Board decided to make motion to accept.

Trustee Hyde made the **MOTION** to approve Amendment #5 as presented. Trustee Kellogg seconded, all in favor; motion carried.

***VISITOR:***

1. Robert Cantwell – Snowmobile Club passing thru Village parcels. – Robert Cantwell did not show up to speak.

***REQUEST TO BE ON AGENDA:***

1. Paul Luck – Paul read a prepared statement from the Financial Oversight Group, with concerns on the Financial Annual Update not being filed.

***POLICE:***

Kevin Patenaude, Chief of Police

1. Activity Report was submitted for this meeting. This report is filed at the Village Clerks office

***DPW:***

Terry Jones, DPW Superintendent

1. Activity Report – Terry updated the Board with his activity report. This report is filed at the Village Clerk’s office. The guys are getting everything ready for Punkin Chunkin for this weekend.

***CONSENT AGENDA:***

1. DRAFT Meeting Minutes September 27<sup>th</sup>,2021
  2. Payroll (P/R #9) 09/02/2021 to 09/15/2021 \$32,722.84
  3. Prepay Abstract – 10/01/2021 \$12,688.09
  4. Abstract – 10/12/2021 \$67,083.54
- |              |             |
|--------------|-------------|
| General Fund | \$19,613.93 |
| Water Fund   | \$11,149.37 |
| Sewer Fund   | \$36,320.24 |

Trustee Hyde made the **MOTION** to approve the consent agenda 1-4 as presented. Trustee Chrisman seconded, all in favor; motion carried.

**5. CAPITAL PROJECTS:**

<b>CAPITAL PROJECT'S</b>	<b>INVOICE #</b>	<b>AMOUNT</b>
<b>029- HISTORIC DIST PROJ</b>	<b>TOTAL</b>	<b>\$480.00</b>
<i>Riverside Media – Savvy Citizen app February 2021</i>	<i>6160/6161</i>	<i>\$480.00</i>
<b>031- WWTP IMPROVEMENTS</b>	<b>TOTAL</b>	<b>\$68,042.86</b>
<i>Barton &amp; Loguidice – Prof services thru Sept 25<sup>th</sup>,2021</i>	<i>120250</i>	<i>\$19,422.33</i>
<i>DANC – Tech Serv 08/24/2021 to 09/23/2021</i>	<i>119267</i>	<i>\$1,207.00</i>
<i>S.C. Spencer – Contract 1C-Electrical 09/01/2021 to 09/30/2021</i>	<i>Pay App 2</i>	<i>\$19,558.73</i>
<i>ENI Mechanical, Inc – Contract 1B –Mechanical Const 05/20/2021 to 09/27/2021</i>	<i>Pay App 1</i>	<i>\$27,854.80</i>
<b>032 – REDI (DOCK &amp; RIVERWALK)</b>	<b>TOTAL</b>	<b>\$43,789.74</b>
<i>Barton &amp; Loguidice – Prof services thru August 21<sup>st</sup>,2021</i>	<i>120147</i>	<i>\$43,525.74</i>
<i>DANC – Tech Serv 10/01/2021</i>	<i>120598</i>	<i>\$264.00</i>
<b>033 - REDI WWTP IMPROVEMENTS PROJ</b>	<b>TOTAL</b>	<b>\$25,675.38</b>
<i>ENI Mechanical, Inc – Contract 1B –Mechanical Const 05/20/2021 to 09/27/2021</i>	<i>Pay App 1</i>	<i>\$18,495.13</i>
<i>Barton &amp; Loguidice – Prof services thru Sept 25<sup>th</sup>,2021</i>	<i>120289</i>	<i>\$7,180.25</i>

Trustee Hyde made the **MOTION** to approve the consent agenda #5 as presented. Trustee Kellogg seconded, all in favor; motion carried.

The Board discussed the Savvy Citizen App – All the Board members were in agreement that this app was no longer needed, being that the Historic Project was coming to an end.

Trustee Hyde made **MOTION** to no longer use the Savvy Citizen App; Trustee Chrisman seconded, all in favor motion carried.

**CLERK:**

1. Crossing Guard – Robert Farmer - approve to hire at \$13.60/hr. starting Sept 7<sup>th</sup>, 2021

Trustee Kellogg made **MOTION** to approve Robert Farmer be hired as Crossing Guard starting Sept 7<sup>th</sup>, 2021 at a rate of \$13.60 per hour; Trustee Hyde seconded all were in favor, motion carried.

2. Approval for Ad - Winter parking regulations – Board approved
3. Approval for Ad – Sidewalk snow removal requirements - Board approved
4. Approval for Ad - Water/Sewer collection notice – Board approved

**NEW BUSINESS:**

1. Street Encroachment Agreement–519 Franklin Street – After Board discussed and was assured that our attorney Joe Russell had approved this agreement the Board approved to make motion.

Trustee Kellogg made **MOTION** to approve the Street Encroachment as presented; Trustee Hyde seconded, all in favor motion carried.

2. Procurement policy and Library Bldg. agreement – Mayor Zimmer asked the Board to look over these policies and be ready to discuss changes at the next board meeting on October 25<sup>th</sup>, 2021
3. Sidewalks snow removal – Mayor Zimmer reminded the Board of a Local Law that was drafted back in March. The Board discussed this Local Law and agreed to change the time from 12:00 noon to 6:00 pm. This will be changed and this Local Law will be introduced at the next meeting.

**MAYOR:**

1. DRI – Mayor Zimmer gave the Board updates on the DRI grant. She commented that things were moving forward nicely and Kristi Dipple from CLDC is continuing to work on this for the Village.
2. Mayor Zimmer announced that the Chamber is still looking for volunteers for the Punkin Chunkin event this weekend Saturday the 16<sup>th</sup> of October.
3. Use of Municipal Building – Lori Wilson Arnot requested to use the Municipal Building on Tuesday's from 1:00 pm to 2:00 pm. The Board approved only if they agree to sanitize the area they used after they are done.
4. Mayor Zimmer informed the Board the deadline for the ARPA project and expenditure report management plan has been extended to January 31<sup>st</sup> of 2022.
5. Red Cross is requesting the use of Municipal Building to give blood on April 16<sup>th</sup>, 2022.

**EXECUTIVE SESSION:**

Trustee Hyde presented a **MOTION** to enter Executive session at 6:30 p.m. Trustee Kellogg seconded; all in favor motion was carried.

**Purpose:** *Discussions regarding personnel, and to discuss Current or Pending litigation*

Trustee Hyde presented a **MOTION** to close Executive Session at 7:00 p.m. Trustee Chrisman seconded; all in favor, motion was carried.

**ADJOURNMENT:**

Trustee Hyde presented a **MOTION** to adjourn the meeting at 7:01 p.m. Trustee Kellogg seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk