

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, October 23, 2017, in the Municipal Building. The meeting was advertised and scheduled to begin immediately after the Joint Town/Village Board meeting, which ended at 6:15 p.m.

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

**ABSENT:** Tony Randazzo, Trustee

**OTHERS:** Kevin Patenaude, Police Chief  
Terry Jones, DPW Superintendent  
Jeff Overstrom, W/WW Manager  
Geneva Phelps Miller, Treasurer/Interim Clerk

**Community Residents:**  
See sign-in sheet (on file in Clerk's office)

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

Mayor Norma Zimmer called the regular meeting to order at 6:20 p.m.

**Police Report:**

Kevin Patenaude, Police Chief, presented the activity report for Board review. The Board discussed the successful Punkin' Chunkin' event, which attracted approximately 10,000 spectators to the Village. The Police Department and the Fire Police did an excellent job directing traffic; there were no incidents. Mike Badour of the DPW worked tirelessly to clean up after the event. The Mayor reported that Sunday morning you would never guess there had been so many people downtown.

The portable traffic control sign was placed today on Strawberry Lane in an effort to slow down traffic in that area.

**DPW Report:**

DPW Superintendent Terry Jones presented the activity report. Supt. Jones also expressed his gratitude to the Fire Police. The Clayton/1000 Islands sign has been out for a month and a half or so. The company we dealt with for the last 6 years has been unresponsive, so Supt. Jones is working with another vendor, Atomic Signs, who anticipate repairs should be complete in a week or so.

Supt. Jones will provide additional DPW staffing for next year's Punkin' Chunkin' event, and is considering adding a hidden dumpster. The small floating docks have been moved back to Mary Street, with only the mooring buoys to bring in for the season. The Rotary Park restrooms will be open until the end of the Christmas season.

**Water/Wastewater Report:**

Jeff Overstrom presented the monthly activity report. There were no overflows in September; however October's report will contain overflow information due to the exceptionally heavy rain events on the 1<sup>st</sup> of October. Jeff, Carrie and Norma met with DEC to discuss overflows and solutions, providing records documenting what has been done, improvements planned, and how we will deal with these issues. The annual manhole inspection shows only a few areas which need to be addressed, as well as those from the last inspection. Repairs will be scheduled and completed.

Subsequent to the repairs made to several properties identified in the smoke and dye test report, stormwater runoff calculations will be utilized to update the Village's Offset Plan "bank." The roof leader on the Municipal Building was removed from the sanitary sewer and connected to the storm water drain.

Tyler McDonald continues to work on the relocation of the grinder pump station at Bartlett Point. NYS Dept. of Health (DOH) wants it moved at least 100 feet.

**Consent Agenda:**

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

1. DRAFT Meeting Minutes October 10, 2017
2. Payroll #10 (Week #43)

3.	Abstract #10 - \$70,990.32		
	General Fund	Voucher(s) A18-298 – A18-317	7,064.48
	Water Fund	Voucher(s) F18-070 – F18-077	2,161.13
	Sewer Fund	Voucher(s) G18-122 – G18-137	23,143.72
4.	Capital Projects		
	22-Riverwalk 3	No Voucher(s)	0.00
	26-Sanitary Sewer Laterals	Correction from 10/10/2017 Meeting	(2,238.15)
	27-Water System Improvements	No Voucher(s)	0.00
	29-Clayton Historic District (#20)	Voucher(s) H029-044 thru H029-046	6,182.75

**Clerk-Treasurer Report:**

Water/Sewer Billing Collection Notice: Bills will be mailed on November 1, 2017, with payment due on or before December 5, 2017, without penalty. After December 5, 2017, a 10% penalty will be assessed to all unpaid accounts. The final date for payment will be January 5, 2018. After January 5, 2018, water service will be terminated *with no further notice*, and an additional \$50 charge will be assessed. In order to restore service, payment must be made to the Village of Clayton by **cashier's check, cash or money order (no personal checks)** during business hours only. There will be an additional \$75 charge if service is requested to be restored outside of normal business hours. Shutoff Day is Tuesday, January 23, 2018.

Employee Assistance Program (EAP): PIVOT, the Village's EAP provider, submitted a quarterly statistics report for Board review.

Training: Ms. Miller thanked the Board for allowing Deputy Clerk Pavao to attend the quarterly meeting of the North Country Association of Clerks and Clerk-Treasurers on October 12, 2017, held at the Antique Boat Museum boardroom. Many topics were discussed, including the new tax software program and suggestions for improvement, dog control laws, tax cap limit and its effect on small municipalities, among others. The Board's willingness to allow attendance at such training sessions is much appreciated by the Clerk's office.

**New Business:**

NYCOM: NYCOM's "Guide to a Constitutional Convention" contained considerable information about the proposition to be included on the November 7<sup>th</sup> ballot.

**Mayor's Report:**

Riverwalk 3: Pilings are in and the tie-backs are next; the project is on target for where they want to be right now. A construction fence was erected for public safety.

Water System Improvement Project: Work has commenced, beginning on Bartlett Point Road. Agreement was obtained from the Yacht Club last week to relocate the grinder pump station, which must be completed by the end of November.

Clayton Historic District Improvement Project: Village Engineering Consultant Carrie Tuttle met today with representatives from the NYS Dept. of Transportation (NYSDOT) and the utility companies to work on the project design. Hopefully there will be concrete plans available soon.

Tree Lighting Ceremony: The Christmas tree at Frink Park will be the official Village holiday tree this year, with the tree lighting scheduled for November 16<sup>th</sup>. Homes for our Troops recipient Luke McDermott and his family will light the tree this year. Mr. McDermott is training for the Special Olympics to be held in Korea this March, and plays for the Buffalo Sabres Olympic hockey team.

**Public Comment:**

Jaime Weinberg, co-owner of the Thousand Islands Inn (TI Inn) had questions about recent correspondence regarding the temporary electrical easement allowing the Village's electrical contractor to enter the premises to estimate hookup costs. Mayor Zimmer confirmed it is a temporary easement to allow the contractor to perform the work, and that the TI Inn is included in the Clayton Historic District Improvement Project. Mayor Zimmer advised property owners who do not submit signed easements by the October 27, 2017 deadline will receive correspondence explaining how they will need to proceed with National Grid to begin the process of obtaining equipment and an approved contractor to perform their new electrical connection once the power lines have been relocated underground.

Karen Lago, who owns commercial property in the Village, requested an update on her earlier request for the Village to institute a two-payment plan for Village taxes, similar to Town and School taxes. Mayor Zimmer responded that 99% of the taxes were paid by the end of June, and she expressed concern the two-payment option may cost property owners more. Ms. Miller will contact Jefferson County Real Property Tax to obtain concrete answers to Ms. Lago's request in order to determine the cost benefit, if any, to Village taxpayers. The County's response will be shared with the public at a future meeting.

**Adjournment:**

Trustee Grybowski presented a **MOTION** to adjourn the meeting at 7:12 p.m. Trustee Buker seconded; the motion was carried.

Respectfully Submitted,

Geneva Phelps Miller, Interim Clerk