

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday, August 27, 2018, at 5:30 p.m. in the Municipal Building.

PRESENT: Norma Zimmer, Mayor
Nancy Hyde, Trustee
John Buker, Trustee

ABSENT: Michelle Grybowski, Trustee
Tony Randazzo, Trustee
Megan Ervay, W/WW Manager

OTHERS: Kevin Patenaude, Police Chief
Terry Jones, DPW Superintendent
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 led the Pledge of Allegiance then called the regular meeting to order at 5:30 p.m.

Visitor(s):

WWTP and Conveyance System Project:

Mr. Cooper advised that two resolutions must be included with the CWSRF grant application: (1) Resolution for a SEQR Negative Declaration, and (2) bond resolution for the cost of the project. Bond resolutions require a super majority (4 of 5 members) in order to be acted upon. Therefore, in order to meet the grant application deadline, Mayor Zimmer will schedule a special meeting on either September 4 or 5, when at least one of the trustees absent from tonight's meeting will be able to attend. The special meeting will be posted to the Village website and the Municipal Building bulletin board, and the Village's official newspaper (*Thousand Islands Sun*) will be advised of the date and time of the meeting.

Trustee Buker presented a **MOTION** to approve Parts 2 and 3 of the SEQR Environmental Assessment Form, issuing a Negative Declaration, noting there will be no significant impact on the environment. Trustee Hyde seconded; the motion was carried.

Riverwalk 3 Project: Consulting Engineer Dennis Weller presented an update on the Riverwalk project. The contractor is requesting an extension of time to September 14, 2018 for substantial completion, with a final completion date of September 21, 2018. The delay was caused due to the high water levels from last season, which created a backlog at the concrete plant, requiring the contractor to locate another MWBE concrete plant. In addition, the concrete needed to meet DOT specifications for the Riverwalk. In addition, there were issues with poured concrete, where mesh may have been set out of place. The contractor will conduct a radar scan to determine the level of the mesh, and will perform any needed corrections.

Trustee Hyde then presented a **MOTION** to approve an extension of time to September 14, 2018 for substantial completion, with a final completion date of September 21, 2018. Trustee Buker seconded; the motion was carried.

Police Report:

Chief Patenaude presented the activity report, noting things are starting to slow down a bit.

Appointment: Chief Patenaude requested approval to move Part-Time Officer Sheldon Moot to a Full Time Police Officer. Trustee Hyde presented a **MOTION** to approve hiring Sheldon Moot as a Full-Time Police Officer, effective September 6, 2018, at the rate set for the in the labor contract. Trustee Buker seconded; the motion was carried.

DPW Report:

DPW Superintendent Jones presented the activity report. Fall pickup for brush is October 1st, starting inside the village working and working towards the outer Village boundaries. An ad will be published in the *Thousand Islands Sun*. Supt. Jones noted the pickup is for one day only. Bartlett Point paving will begin soon.

Water/Wastewater Report:

W/WW Manager Megan Ervay was unable to attend this meeting.

Consent Agenda:

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

1. DRAFT Minutes – August 13, 2018
2. Minutes – August 22, 2018 Special Meeting (Executive Session)
3. Payroll Week #35 (P/R #7) - \$43,729.28
4. Payroll Week #35 (P/R #7) – 1st Quarter (June 1, - August31, 2018)
5. Abstract #6 – Vouchers #206 – #254 – \$49,739.32
 - General Fund \$8,585.08
 - Water Fund \$10,705.36
 - Sewer Fund \$28,028.59
 - Library Fund \$2,420.29
6. Capital Projects:

022-RIVERWALK 3

Construction – MA Bongiovanni, Inc

027-WATER SYSTEM IMPROVEMENTS

O'Brien & Gere – Construction Admin

O'Brien & Gere – RPR

Continental Construction Pay App #7 – C1

S.C. Spencer Electric, Inc. Pay App #8 – C1B Electrical

Hyde-Stone Plumbing Pay App #8 – CID

WD Malone – Pay App #6 – C3

029-CLAYTON HISTORIC DISTRICT

Legal – Hage & Hage

ABS #29	\$130,912.34
<i>Voucher H022-057</i>	<i>130,912.34</i>
ABS #42	\$328,493.68
<i>Voucher H027-120</i>	<i>27,665.67</i>
<i>Voucher H027-121</i>	<i>13,167.00</i>
<i>Voucher H027-122</i>	<i>149,163.74</i>
<i>Voucher H027-123</i>	<i>17,033.28</i>
<i>Voucher H027-124</i>	<i>735.30</i>
<i>Voucher H027-125</i>	<i>120,728.69</i>
ABS #33	\$18,065.50
<i>Voucher H029-076</i>	<i>18,065.50</i>

7. Training- Grade A Water Operator Certification Course – Tonawanda, NY - Oct. 1–12, 2018 – D. Orvis – \$875.00.

Treasurer/Interim Clerk:

Appointment: Trustee Buker presented a **MOTION** to appoint Joanne Lenhard-Boye to the position of Village Clerk for the remainder of the Interim Clerk's term ending December 1, 2019. Trustee Hyde seconded; the motion was carried. Mayor Zimmer announced that the board is happy to have her on board and that she has all their support.

Mayor Zimmer announced Geneva Phelps Miller, Village Treasurer, is retiring as of Nov 1, 2018. Ms. Miller has served the Village for over 20 years and will be missed very much.

New Business:

Jefferson County Area Transit Study Survey: The Board approved posting the Jefferson County Area Transit Study to the Village website, and encouraged all to participate in the survey.

Old Business:

There was no old business before the Board.

Mayor's Report:

Mayor Zimmer presented a brief update on the Riverwalk 3 project. Announced that there will be a Special Meeting on September 5, 2018 to adopt two resolutions as follows: The SEQR Negative Declaration Resolution, and the Bond Resolution.

Request(s) to be on Agenda:

Allen Heberling requested to be on the agenda. He was advised the new time frame requested to be received in the Clerk's office is by noon on the Wednesday before the meeting. Mr. Heberling inquired why there are no public comments taken at the regular meetings. Mayor Zimmer responded this is not a public hearing, where public comments are accepted and even encouraged. Regular board meetings are meant to conduct the business of the Village in an open manner, but need not allow comments from the public. Due to the verbal attacks towards the board, its members and staff, the privilege has been revoked. Mr. Heberling asked the status of recorded audio of meetings. Mayor Zimmer informed him that a policy needs to be in place prior to proceeding. Trustee Randazzo is the lead on this project and the Board cannot move forward until more information has been provided.

Adjournment:

Trustee Buker presented a **MOTION** to adjourn the meeting at 6:30 p.m. Trustee Hyde seconded; the motion was carried.

Respectfully Submitted,

Joanne Lenhard-Boye, Village Clerk