

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday November 25th, 2019 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Trustee
John Buker, Trustee
Michelle T. Grybowski, Trustee
Steven Badour, Trustee

OTHERS:

Kevin Patenaude, Police Chief
Terry Jones, DPW Superintendent
Megan Ervay, WWTP Manager
Joanne Lenhard-Boye, Village 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 and opened the meeting at 5:30 p.m.

VISITOR:

John Condino, Senior Project Manager (Barton & Loguidice) – Presented to the Board the agreement between Village of Clayton and Barton & Loguidice for Professional Services for the Village of Clayton for the REDI funded infrastructure improvements for the Riverwalk, Crib Dock at Mary Street Boat Launch, Veterans Monument Dock, and Frink Park Regional Dock. This contract is filed at the Village Clerk's office.

Trustee Buker, presented a **MOTION** to approve the Barton & Loguidice contract as presented. Trustee Grybowski seconded; motion was carried.

John Condino, also presented the monthly report from Barton & Loguidice, this is filed at the Village Clerk's office.

POLICE REPORT:

Kevin Patenaude, Chief of Police - presented his activity report at the meeting, this report is filed at the Village Clerk's office. Had some discussion on the sidewalk code law for the Village.

DPW REPORT:

Terry Jones - DPW Superintendent - presented his Activity Report. This report is filed at the Village Clerks office. Terry informed the Board that he walked around last week with FEMA and Homeland Security. The 2017 FEMA grant has been approved for another extension to take us into September of 2020.

Terry announced that Dale Seymour has resigned his position as DPW Laborer on November 18th 2019. Terry wanted Board's approval to hire Bob Shultz to take Dale Seymour's place as a DPW Laborer at \$15.74 per hour starting November 28th, 2019.

Trustee Hyde, presented a **MOTION** to approve Bob Shultz as DPW Laborer as stated above. Trustee Grybowski seconded; motion was carried.

VISITOR:

Manasseh Burt, I.E Project Engineer (DANC) – Presented to the Board the Project Budget/Cost Tracking Summary report for the Historic District Infrastructure Improvements Project. Manasseh also presented the DANC Technical Services Agreement for REDI Improvement Project, Village Resolution 2019-15.

Trustee Grybowski presented a **MOTION** to approve Resolution 2019-15 with a roll call vote. Trustee Badour seconded; motion was carried. All were in favor to adopt Resolution 2019-15. This Resolution is filed at the Village Clerks Office.

WWTP:

Meagan Ervay -WWTP Manager – Presented her monthly report to the Board. This report is filed at the Village Clerk's Office.

CONSENT AGENDA

1. DRAFT Meeting Minutes November 12th, 2019
2. Payroll Week #45 (P/R #11) – \$40,229.58
3. Abstract #12 - \$108,463.91
 - General Fund \$55,579.69
 - Water Fund \$12,449.12
 - Sewer Fund \$40,435.10

Trustee Grybowski presented a **MOTION** to approve the Consent Agenda 1-3, as presented. Trustee Badour seconded; motion was carried.

4. Capital Projects

<i>CAPITAL PROJECT</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
027 – WATER SYSTEM IMPROVEMENTS		\$40,036.60
<i>Barclay Damon – Bond Counsel \$6,622,500.00</i>	<i>5046621</i>	<i>\$2,250.00</i>
<i>O’Brien & Gere Engineers, Inc. – Construction Phase 10/2019 & Resident Project Rep – 10/2019</i>	<i>60233-58</i>	<i>\$21,977.27</i>
<i>S.C. Spencer Electric Inc. – Pay App#12 (1B-Electrical)</i>	<i>Pay App#12</i>	<i>\$15,809.33</i>
031 – WWTP & COLLECTION SYSTEM		\$1108.00
<i>DANC – Technical Services 10/15/2019-10/28/2019</i>	<i>083703</i>	<i>\$558.00</i>
<i>DANC – Technical Services 1/28/2019 & 2/4/2019</i>	<i>077171</i>	<i>\$550.00</i>

Trustee Grybowski presented a **MOTION** to approve the Consent Agenda #4, Capital Projects as presented. Trustee Badour seconded; motion was carried.

CLERK:

Approve Library Minutes 12/21/2017 – Debra Allen approve pay rate of \$12.00/hr. for Jefferson County records

Trustee Hyde presented a **MOTION** to approve the pay rate increase as presented above. Trustee Badour seconded; motion was carried.

Approve Library Minutes 01/04/2019 – Teresa Forkey pay rate increase to \$11.30/hr. for Jefferson County records

Trustee Hyde presented a **MOTION** to approve the pay rate increase as presented above. Trustee Badour seconded; motion was carried.

Approve Robert Shultz – Rate of pay increase to \$13.00/hour for June 2019, for Jefferson County records

Trustee Grybowski presented a **MOTION** to approve the pay increase as presented above. Trustee Badour seconded; motion was carried.

NEW BUSINESS:

Adopt Resolution 2019-14 – Renew the Snow and Ice agreement to expire on June 30th, 2024.

Trustee Grybowski presented a **MOTION** to approve Resolution 2019-14 with a roll call vote. Trustee Hyde seconded; motion was carried. All were in favor to adopt Resolution 2019-14. This Resolution is filed at the Village Clerk’s Office.

Adopt Resolution 2019-16 to approve - CLDC Agreement for REDI improvement project. This Resolution is filed at the Village Clerk’s office.

Trustee Grybowski presented a **MOTION** to approve the above CLDC Agreement. Trustee Badour seconded; motion was carried.

Town Planning Board –Reappoint Doug Rogers, Chair new term expires 12/31/2026, and Dave Crandall with a new term of 12/31/2026.

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

Zoning Board - Reappoint Dale MacLaughlin, new term expires 12/31/2024

Trustee Hyde presented a **MOTION** to approve reappointment as presented above. Trustee Badour seconded; motion was carried.

Seperation - Dale Seymour DPW Laborer, resignation effective 11/18/2019.

Trustee Grybowski presented a **MOTION** to approve the resignation as presented above. Trustee Badour seconded; motion was carried.

MAYORS REPORT:

Mayor Zimmer announced that this was the last meeting for Trustee Buker. She thanked him for his services, and commented “it has been a pleasure working with you.”

Mayor Zimmer presented to the Board the Executive Summary report from Tina DeNigro, SHRM CP with EFPR Solutions, LLC for a budget review update. Mayor Zimmer suggested they should get the department heads together and let them know where they stand with their fiscal year budget.

Trustee Buker presented a **MOTION** to close the regular meeting at 6:36 pm. Trustee Hyde seconded; motion was carried.

Respectfully,
Joanne Lenhard-Boye, Village Clerk