

There was a scheduled Regular Meeting by video conference meeting with “GOTOMEETING APP” due to the COVID-19 Virus, with the Board of Trustees of the Village of Clayton on Monday June 8<sup>th</sup>, 2020 at 5:30 p.m. The meeting may be viewed online at: <https://transcripts.gotomeeting.com/#/s/2fccfcf270d89549f87c39e4d8dfbc92a9f2e2d1657a8f5ea96a1efdc4490c0b> and a transcript is attached to these minutes.

**PRESENT:**

Norma Zimmer, Mayor  
Nancy L. Hyde, Trustee  
Michelle T. Grybowski, Trustee  
Steven Badour, Trustee  
Jeremy Kellogg, Trustee  
Alicia Dewey, Treasurer/Human Resources  
Joanne Lenhard-Boye, Village Clerk

**ABSENT:**

Kevin Patenaude, Chief of Police

**Community Residents:**

See sign-in sheet (on file in Clerk’s office)

Mayor Zimmer opened the Regular Village Meeting at 5:30 p.m.

***POLICE REPORT:***

Kevin Patenaude, Chief of Police - submitted his activity report at the meeting, this report is filed at the Village Clerk’s office.

Trustee Grybowski made MOTION to approve for police department to hire part time police officer. Trustee Badour seconded all were in favor motion carried.

***DPW REPORT:***

Terry Jones, DPW Superintendent - Presented his Activity Report. This report is filed at the Village Clerks office. He announce the public bathrooms at Frink Park are now open and by the end of the week they will have the mooring buoys in.

***VISITOR(s):***

John Condino, Senior Project Manager – Barton & Loguidice

1. Presented the Amendment No. 1 FEMA project that is now combined with the 2017 high water damage and 2019 damage. The total engineering cost for this combined project will now be \$179,500.00. Trustee Hyde made MOTION to accept this amendment with engineering firm Barton & Loguidice, Trustee Grybowski seconded, all were in favor motion carried.

***WWTP:***

Meagan Ervay -WWTP Manager –

1. WD MALONE – Pay App 3 – Megan asked approval to have the Village pay this being that this was missed back in 2018. Trustee Badour made MOTION to approve payment of \$4807.28 to WD Malone, Trustee Hyde seconded all were in favor, motion carried.
2. Letter from H. Enterprises, LLC & Mr. Richard Howland asking to decrease there EDU increase being that there was a substantial leak. The Board had some discussions over this and decided to do some further investigating. This will be on the next meeting’s agenda for 06/22/2020.

Manasseh Burt, P.E. – DANC -

1. New Century Electric change order No. 3 for the Historical Project – Manasseh explained the reasons for the new change order. When we originally put this out to bid, we included a total linear feet that would require innerduct. It was not specified that there would be 300 per line for total linear feet. So New Century Electric provided a price just to install basically 10,800 linear feet of innerduck. He explained that this number will actually have to triple because they need three not one. He asked the board to approve the increase of \$57,975.89 for this change order.

Trustee Hyde made **MOTION** to approve change order, Trustee Kellogg seconded all were in favor, motion carried.

Trustee Hyde made the **MOTION** to approve the Consent Agenda items, 1-3, as presented. Trustee Badour seconded, all were in favor and motion was carried.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes May 26<sup>th</sup>, 2020
2. Payroll (P/R #25) – \$43,606.13
3. Abstract #27 Prepays \$13,676.37

Trustee Hyde made the **MOTION** to approve the Consent Agenda items, 1-3 as presented. Trustee Kellogg seconded, all were in favor and motion was carried.

4. Capital Projects

<b><i>CAPITAL PROJECT</i></b>	<b><i>INVOICE #</i></b>	<b><i>AMOUNT</i></b>
<b>027 – WATER SYS IMPROVEMENT PROJECT</b>		<b>\$879.08</b>
<i>DANC – Engineer Expenses</i>	<i>089533</i>	<i>\$619.08</i>
<i>Barclay Damon legal services 04/30 to 05/07/2020</i>	<i>5073123</i>	<i>\$260.00</i>
<b>029-HISTORIC DISTRICT PROJECT</b>		<b>\$3,388.00</b>
<i>DANC-NYS DOT Technical Services</i>	<i>089535</i>	<i>2,983.00</i>
<i>Barclay Damon legal services 04/17 to 05/29/2020</i>	<i>5073124</i>	<i>\$405.00</i>
<b>030-INFILTRATION &amp; INFLOW PROJECT</b>		<b>\$2,000.00</b>
<i>Barton &amp; Loguidice – Engineering</i>		<i>\$2,000.00</i>
<b>031 - WWTP &amp; COLLECTN SYS PROJECT</b>		<b>\$32,090.00</b>
<i>DANC-Tech Services - Expenditures</i>	<i>089546</i>	<i>\$1,675.50</i>
<i>Barclay Damon – legal services 05/01 to 05/29/2020</i>	<i>5073125</i>	<i>\$240.00</i>
<i>Barton &amp; Loguidice – Engineering</i>	<i>110848</i>	<i>\$30,174.50</i>
<b>032 – REDI IMPROVEMENTS</b>		<b>\$504.50</b>
<i>DANC – Tech Service 05/08 to 05/11/2020</i>	<i>089556</i>	<i>\$504.50</i>

Trustee Hyde made the **MOTION** to approve the Capital Project items #4 as presented. Trustee Kellogg seconded, all were in favor and motion was carried.

**CLERK:**

1. Village Clerk read the following resolution for the Board to vote on. The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call the vote was as follows:

Norma J. Zimmer, Mayor	yes
Steven Badour, Trustee	yes
Nancy Hyde, Trustee	yes
Michelle Grybowski, Trustee	yes
Jeremy Kellogg, Trustee	yes

The foregoing resolution was thereupon declared duly adopted.

Dated: June 8<sup>th</sup>, 2020

**RESOLUTION 2020-10  
VILLAGE OF CLAYTON  
A RESOLUTION TO AUTHORIZATION FOR THE LAY-OFF OF CERTAIN IDENTIFIED  
COMPETITIVE CLASS VILLAGE EMPLOYEES**

**WHEREAS**, The Village of Clayton began working through its 2020-2021 budget process in early March 2020 and had identified the need to reduce expenditures considerably; and

**WHEREAS**, During the budget process Governor Andrew Cuomo declared a Disaster Emergency in the State of New York to address the threat that COVID-19 poses to the health and welfare of its residents and visitors; and

**WHEREAS**, The COVID-19 has had, and continues to have, an additional significant financial impact for the Village; and **NOW THEREFORE, BE IT**

**RESOLVED**, that the Village of Clayton Trustees authorized the permanent layoff of the below listed competitive job title retroactive to April 25, 2020: Full Time Police Officer

2. Clerk asked the Board to approve the employee new pay rates starting June 1<sup>st</sup>, 2020. (see attached)  
Trustee Hyde made **MOTION** to approve the new pay rates starting June 1<sup>st</sup>, 2020, Trustee Kellogg seconded, all were in favor, motion carried.

**MAYOR'S REPORT:**

1. Mayor Zimmer asked the Board to make a motion to appoint Joanne Lenhard-Boye as Deputy Treasurer.  
Trustee Grybowski made the **MOTION**, Trustee Hyde seconded, all were in favor motion was carried
2. Mayor Zimmer asked the Board to make a motion to appoint Alicia Dewey as Deputy Clerk.  
Trustee Badour made the **MOTION**, Trustee Kellogg seconded all were in favor, motion was carried.

3. Mayor Zimmer asked the Board to approve deferring the 1000 Islands Harbor Hotel Payment In Lieu of Taxes (PILOT) until September. There was conflict feelings over this so this topic was tabled until next meeting on June 22<sup>nd</sup>, 2020.

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

Candy & Jim Duswalt – Addressed the Board to inquire who is responsible for enforcing the zoning law compliance in the village, specifically the marine business constructing barges in a residential area on the end of Union Street. They have tried for 4 years to have the Town & Village to rectify this matter. They expressed their frustration to the Mayor and would like immediate action. Mayor Zimmer and Trustee Kellogg will meet with the zoning officer and try to resolve this matter before the next board meeting which is June 22<sup>nd</sup>, 2020

**PUBLIC COMMENT:**

Susie O'Neill Village resident had a request to ask the Board when they take a vote, to not only say all in favor but to add all who oppose also. This would give them better clarity. Mayor Zimmer noted her request.

Trustee Hyde made **MOTION** to adjourn meeting at 6:50pm, Trustee Kellogg seconded, motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk