

**Regular Village Meeting
Village of Clayton Board of Trustees
August 24th, 2020**

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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 August 24th, 2020 at 5:30 p.m. The meeting may be viewed online at:

<https://transcripts.gotomeeting.com/#/s/26ddd500e91b08be5ce3301dfd27cf92fa1e52dc5b1f3d7aa156eb2e85f7222c> and a transcript is attached to these minutes.

PRESENT:

Norma Zimmer, Mayor
Michelle T. Grybowski, Trustee
Nancy L. Hyde, Trustee
Steven Badour, Trustee
Jeremy Kellogg, Trustee
Terry Jones, DPW Supervisor
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, report is filed at the Village Clerk’s office.

DPW REPORT:

Terry Jones, DPW Superintendent - presented his activity report. This report is filed at the Village Clerks office. Poured sidewalk on 202 James Street. Next week they will be doing sidewalk on Franklin St. There will be a Fall Pickup. This will be discussed further at the next board meeting.

WATER/WASTEWATER:

Megan Ervay, WWTP Supervisor - DANC

1. Requested board approval for the Waste Water Treatment Plant Vulnerability Assessment update 2020 – Trustee Badour made **MOTION** to approve the updates to the 2020 WWTP Vulnerability assessment update, Trustee Hyde seconded, all were in favor motion was carried.
2. Presented the Water and Wastewater/Sewer Department monthly report. This report is filed at the Village Clerks office. Megan updated the Board on filter #2 that has shown some leaking. Koester was notified and came on site to re-torque the bolts on both filters. Filter #2 was seen to be leaking again, and after discussions with Equal Seal, Koester received recommendations from their engineers on the proper sealing and torquing method for our filters. Koester has ordered the recommended O-rings and are tentatively scheduled to install them after Labor Day. All labor and materials related to these leaks have been covered under the filter warranty.

Manasseh Burt – DANC

1. Update on DOT project – Project is moving along very well. New Century is doing really well with their portion of the contract, they have most of the inner duct installed in the telecommunications conduits. National Grid along with all the other telecommunications companies have been given the green light to start pulling their lines. Starting to pour concrete sidewalks, and a lot of the curbing is in.

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VISITOR:

Brian Buzby, with Community Partnerships presented the Community Solar program of New York Development of Public Service. As the presentation went on the Board realized that we would not qualify for this program being that The Village of Clayton is not considered a not-for-profit agency. He finished his presentation and will follow up with the Village Clerk via email.

CONSENT AGENDA:

1. DRAFT Meeting Minutes August 10th, 2020
2. Payroll (P/R #6 07/23/2020 to 08/05/2020 \$31,743.24
3. Abstract 08/27/2020 - \$45,488.81

General Fund	\$17,280.45
Water Fund	\$ 4,852.31
Sewer Fund	\$23,356.05

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

4. Capital Projects

CAPITAL PROJECT	INVOICE #	AMOUNT
029 – HISTORIC DIST PROJECT	TOTAL	
<i>DANC NYSDOT Tech Services 06/30 to 07/24/2020</i>	91291	\$2,696.50
<i>Barclay Damon legal services 07/14/2020</i>	5080692	\$60.00
<i>Riverside Media Savvy Citizen app & Monthly communications for Historic Dist. Project</i>	5505/5506	\$480.00
031-WWTP & COLLECTION SYS	TOTAL	
<i>Luck Bros, Inc.</i>	<i>Clayton Force Main</i>	\$14,939.57
032-REDI IMPROVEMENT PROJ	TOTAL	
<i>Barclay Damon legal service 05/01/2020</i>	5080690	25.50
<i>Aubertine Currier services from 03/30/2020 to 04/26/2020</i>	11687	\$1810.20
<i>Hunt Underwater Specialties, LLC –Underwater inspection of Mary St, Frink Park Dock & Riverwalk</i>	061120A	\$9,250.00

Trustee Hyde made the **MOTION** to approve capital projects #4, Trustee Badour seconded, all were in favor and motion was carried.

OLD BUSINESS:

1. Sign Law – Trustee Hyde informed the Board members that the sign law committee has finished the sign law the week of August 10th, 2020 and was sent to the Planning Board for approval. Trustee Hyde explained to the Board that only one member from the Planning Board responded back, and she asked that the Board continue to move forward. The Board all agreed that this should move onto the next step which will be to send it to the Village Attorney for him to look at.

Trustee Grybowski made **MOTION** to send the local sign law to Village attorney, Joe Russell for review, Trustee Badour second, all were in favor and motion was carried.

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MAYOR'S REPORT:

1. Phinn's Redemption & Gas center – Mayor Zimmer informed the Board that she has spoken with Richard Ingerson, Planning & Zoning officer, to speak with the owners at the redemption center regarding the bottle situation that has gotten out of hand. All the bagged bottles are outside of the building which makes them out of compliance with the Village laws.
Trustee Hyde shared her information she received from Richard Ingerson and the owner's responded to the situation, saying they were well aware that they need to do something and spoke about putting up a fence. Richard Ingerson informed them that something more immediate had to be done until then. The owners understood immediate action was needed and they were going to move things around to hopefully accommodate all the bottles they are getting. Some other suggestions that were mentioned is for the owners to rent some of the storage units that are around the Village.
2. Release from Governor for the Business REDI Grants - Mayor Zimmer gave information to the Board that Jefferson County got the most money in the district. Town and the Village of Clayton received 2.2 million.
3. Pavers - The veterans pavers that are normally done Memorial Day weekend has been postponed to November 11th, 2020 due to construction downtown and COVID-19.
4. The Town of Clayton is putting out a bid again for fuel and propane and wanted to know if the Village of Clayton wanted to participate. This was discussed and agreed that the Village would participate with the Town. Mayor Zimmer will let the Town know to include the Village.
5. Our Joint meeting with the Town is possibly going to be December 9th, 2020

Mayor Zimmer asked Trustee Hyde to wrap up the rest of the negotiations with the Library regarding their portion of workman's comp. There were discussions on the amount of money that the Library should pay the Village for their part of workers comp. Trustee Kellogg had some value points on the amount we should charge the Library being that they are not at high risk like the DPW department would be.

After more discussion on this, Trustee Hyde made **MOTION** for this year's calendar budget, to charge the Library \$1,500.00 for workers comp, Trustee Kellogg seconded, all were in favor motion carried.

Trustee Hyde made **MOTION** to enter into executive meeting at 6:59pm, Trustee Kellogg seconded, motion was carried

EXECUTIVE MEETING:

Purpose: *discussions regarding proposed, legal matters.*

1. Board approved engaging Attorney Robert Syle, to represent the Village of Clayton in issues that would be a conflict of interest for Attorney Joe Russell. Rate will be \$195.00/hour billed in one fourth hour increments monthly. An engagement letter to follow from Attorney Syle.

Trustee Grybowski made **MOTION** to end the meeting at 7:15pm, Trustee Hyde seconded, motion was carried

Respectfully,

Joanne Lenhard-Boye, Village Clerk