

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday September 13th, 2021 at 5:30 p.m.

PRESENT:

Norma Zimmer, Mayor
Nancy L. Hyde, Deputy Mayor
Jeremy Kellogg, Trustee
Joe Chrisman, Trustee
John Buker, Trustee
Terry Jones, DPW Supervisor
Thomas Haynes, WWTP Supervisor, DANC
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

ABSENT:

Kevin Patenaude, Chief of Police

Pledge of Allegiance/Call to Order:

Deputy Mayor Nancy Hyde led the Pledge of Allegiance and opened regular meeting at 5:30 p.m.

WATER/WASTEWATER:

Thomas Haynes, WWTP Supervisor – DANC

1. Activity updates – Thomas updated the Board with the activity that has happened at the water/sewer plants over the past few weeks. Construction has begun on the Waste Water Improvement Project. The water plant had some flow meter issues and it was due to a faulty filter and this has been addressed by Aualogics. Manhole inspections are going to begin soon. Clayton Harbor Hotel had dye testing done to make sure there were no storm drains tied into our sewer system. The results showed there were no drains going into our sewer system.
2. S.C. Spencer Electric Inc. – Board approval for Contract 1C payment app#1 – Thomas explained to the Board that he needed Board approval to allow the Mayor to sign the pay application in order to send in payment requests. This pay app is for \$91,810.01 to S.C. Spencer Electric Inc. who is the electrical contractor for the Waste Water Improvement Project.

Trustee Chrisman made **MOTION** to approve the Mayor to sign Contract 1C payment app#1 to S.C. Spencer in the amount of \$91,810.01; Trustee Buker seconded, everyone was in favor motion carried.

3. Sewer Sludge Removal Bid – Trustee Buker made **MOTION** to approve the ad for Sewer Sludge Removal Bid to be entered into the TI Sun, Trustee Hyde seconded, all in favor motion carried.

POLICE:

Kevin Patenaude, Chief of Police

1. Activity Report was submitted for this meeting. This report is filed at the Village Clerks office

DPW:

Terry Jones, DPW Superintendent

1. Activity Report – Terry updated the Board with his activity report and this report can be found at the Village Clerk’s office.
2. Terry also announced the fall brush pickup will be Tuesday October 12th, 2021. Details will be placed on our webpage.

CONSENT AGENDA:

1. DRAFT Meeting Minutes August 23rd, 2021
2. Payroll (P/R #6) 07/22/2021 to 08/04/2021 \$32,944.43
3. Payroll (P/R #7) 08/05/2021 to 08/18/2021 \$32,238.20
4. Prepay Abstract – 09/03/2021 \$12,366.25
5. Abstract – 09/13/2021 \$58,059.09

General Fund	\$30,187.61
Water Fund	\$ 8,995.24
Sewer Fund	\$18,876.24

Trustee Kellogg made the **MOTION** to approve the consent agenda 1-5 as presented. Trustee Buker seconded, all in favor; motion carried.

6. CAPITAL PROJECTS:

<i>CAPITAL PROJECTS</i>	<i>INVOICE #</i>	<i>AMOUNT</i>
<i>029-HISTORIC DIST PROJ.</i>	<i>TOTAL</i>	<i>\$480.00</i>
<i>Riverside Media, LLC</i>	<i>6118/6119</i>	<i>\$480.00</i>
<i>031- WWTP IMPROVEMENTS</i>	<i>TOTAL</i>	<i>\$110,357.66</i>
<i>S.C. Spencer Electric Inc.</i>	<i>Pay App #1</i>	<i>\$91,810.01</i>
<i>Barton & Loguidice Services thru August 21st, 2021</i>	<i>119636</i>	<i>\$18,230.25</i>
<i>DANC – Tech services 08/18/2021</i>	<i>115889</i>	<i>\$132.00</i>
<i>Barclay Damon Services through August 17th, 2021</i>	<i>5136137</i>	<i>\$185.40</i>
<i>032 – REDI (DOCK & RIVERWALK)</i>	<i>TOTAL</i>	<i>\$29,922.00</i>
<i>Barton & Loguidice Services thru July 24^t, 2021</i>	<i>119553</i>	<i>\$29,492.00</i>
<i>DANC – Tech services 07/27/2021 to 08/18/2021</i>	<i>116245</i>	<i>\$396.00</i>
<i>Barclay Damon Services thru August 27th, 2021</i>	<i>5136127</i>	<i>\$34.00</i>
<i>033-REDI WWTP</i>	<i>TOTAL</i>	<i>\$44,066.92</i>
<i>Barton & Loguidice Services thru August 21st, 2021</i>	<i>119637</i>	<i>\$4,719.75</i>
<i>S.C. Spencer Electric Inc.</i>	<i>Pay App #1</i>	<i>\$39,347.17</i>

Trustee Kellogg made the **MOTION** to approve the capital projects agenda item #6 as presented. Trustee Chrisman seconded, all in favor; motion carried.

CLERK:

1. Ed Higgins – Motion to Appoint as member of Planning Board – Trustee Kellogg made **MOTION** to approve appointing Ed Higgins as the new member of the Planning Board, Trustee Buker seconded the motion, all were in favor motion carried.
2. Joanne reminded the Board members that they still needed comply to do the Sexual Harassment and Workplace violence video and quiz
3. Trustee Buker made **MOTION** to accept James Flanders, Clyde Garnsey, and Patrick Youngs to start work on September 7th, 2021 as the crossing guards, Trustee Chrisman seconded, all were in favor motion carried.

NEW BUSINESS:

Webb Street – This subject was tabled until the Board can agree on a date for a workshop meeting and discuss this subject.

1. Barton & Loguidice – Trustee Chrisman wanted to inform the Board that after speaking with someone at Barton & Loguidice, they could have added in the work that DANC is providing for this coming project, at no extra cost. This question will be asked when Barton & Loguidice are at a meeting and can be verified for future decisions.

OLD BUSINESS:

1. Flag policy – Deputy Mayor Nancy Hyde informed the Public that the Board is standing by their decision not to amend the Flag Policy. The Flag Policy stands as is.
3. Savvy Citizen – The Board had a brief discussion on moving forward with Savvy Citizen after the Historic Project has been completed. The Board thought we could possibly look into a different website that could provide more information to the community in a user friendly way, and not have to use this Savvy Citizen App. This could also possibly cut down on the FOIL requests by being able to post common documents that are FOILED.

MAYOR:

1. Mayor Zimmer discussed the workshop on September 2nd, 2021. This gave the board an opportunity to discuss the Union Street issues.
2. Joint Village/Town meeting – Mayor Zimmer announced the Joint meeting will be on September 27th, 2021 at the Municipal Building starting at 6:00pm.
3. Office Hours – The Board discussed this and thought the best hours to have the office open to the public would be 9:00am to 3:00pm. This will be decided at the next Board meeting.
4. ARP Act – COVID relief fund – Mayor Zimmer had a brief discussion on ways that you can and can't spend this money. She asked that the Board look over the information that Joanne sent to the Board, in hopes that they can come up with some ideas before the deadline at the end of October.

EXECUTIVE SESSION:

Trustee Hyde presented a **MOTION** to enter Executive session at 6:16p.m. Trustee Kellogg seconded; all in favor motion was carried.

Legal - Regarding proposed, pending or current litigation;

Trustee Hyde presented a **MOTION** to close Executive Session at 6:55p.m. Trustee Buker seconded; all in favor, motion was carried.

ADJOURNMENT:

Trustee Buker presented a **MOTION** to adjourn the meeting at 6:56p.m. Trustee Hyde seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk