

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday September 27th, 2021 at 5:00 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:

Mayor Zimmer led the Pledge of Allegiance and opened regular meeting at 5:00 p.m.

WATER/WASTEWATER:

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly Activity Report – Thomas went over his monthly report with the Board
2. Vulnerability Assessment & Confidential Emergency Response Plan
Trustee Chrisman made the **MOTION** to approve the Vulnerability Assessment & Confidential Emergency Response Plan as presented. Trustee Hyde seconded, all in favor; motion carried.
3. Public and Confidential Emergency Response Plan for the WTP – After discussion with the Board, Trustee Chrisman made the **MOTION** to approve the Public and Confidential Emergency Response Plan for the WTP as presented. Trustee Hyde seconded, all in favor; motion carried.
4. Historic Project Change order No. 9 for New Century Electric - After discussion and questions from the Board,
Trustee Hyde made the **MOTION** to approve change order No. 9 for the Historic Project in the amount of \$106,233.93 for work associated with the installation of the mesh network, camera, and speaker system in the Historic District as presented; Trustee Buker seconded, 4 Board members were in favor and 1 was opposed majority vote in favor motion carried.
5. DANC Amendment No. 4 - Thomas explained the additional work for the project and fiscal management associated with the installation of the mesh network, camera, and speaker system. This additional work will increase the Authority's level of effort resulting in additional expenses of \$4,000, bringing the not-to-exceed amount of the contract to \$134,000.

Trustee Hyde made the **MOTION** to approve DANC amendment No. 4 in the amount of \$4,000 as presented. Trustee Kellogg seconded, 4 Board members were in favor and 1 was opposed majority vote 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. This report can be found at the Village Clerk’s office.
2. Request for Bandstand – Clayton Chamber of Commerce requested to use the bandstand for October 16th, 2021; Board approved.

CONSENT AGENDA:

1. DRAFT Meeting Minutes September 13th,2021
 2. Payroll (P/R #8) 08/19/2021 to 09/01/2021 \$41,694.40
 3. Teamsters H&H – Wire Transfer - 9/17/2021 \$13,551.71
 4. Local Union Dues - Wire Transfer – 09/17/2021 \$ 575.50
 5. EFC Wire Transfer 09/20/2021 – Project C6-6012-05-00 \$39,322.00
 6. Abstract – 09/27/2021 \$15,652.74
- | | |
|--------------|-------------|
| General Fund | \$1,706.43 |
| Water Fund | \$ 417.32 |
| Sewer Fund | \$13,528.99 |

Trustee Hyde made the **MOTION** to approve the consent agenda 1-6 as presented.

Trustee Kellogg seconded, all in favor; motion carried.

CLERK:

1. Crossing Guards - Mike Doyle and Lyndsey Garnsey approve to hire at \$13.60/hr. as crossing guard. Trustee Buker made **MOTION** to approve Mike Doyle and Lyndsey Garnsey to be hired as Crossing Guards starting Sept 7th, 2021 at a rate of \$13.60 per hour; Trustee Chrisman seconded all were in favor, motion carried.
2. Frink Park - Darien Frederick Saturday Oct 30th, 2021 short gathering for wedding pictures
3. Fall Training- Joanne updated the Board on how Fall Training was and the benefits from it.

NEW BUSINESS:

1. Establish time for workshop meetings in 2022 – Board was in agreement that they should have a workshop meeting once a month. This will be established at the annual meeting in December.

MAYOR:

1. COVID-19 - Mayor Zimmer discussed the increase in COVID cases in the area and wanted to make sure that the Village had a plan in place to help employees navigate on how to handle positive cases within their family’s or themselves.
2. Neighbors of Watertown support letter for Owner Occupied Rehabilitation Program – Mayor received Board approval to send support letter for Neighbors of Watertown.
3. Update on Veteran’s monument pavers – Mayor informed the Board and the public that the pavers were back ordered due to the rubber for the stamp is back ordered.

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