

**Regular Village Meeting  
Village of Clayton Board of Trustees  
October 25<sup>th</sup>, 2021**

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There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday October 25<sup>th</sup>, 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:**

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

***POLICE:***

Kevin Patenaude, Chief of Police

1. Activity Report was submitted to Board. This report is filed at the Village Clerks office
2. Mayor Zimmer announced Chief Patenaude is selected by Clayton Chamber to be Grand Marshall of 2021 Christmas Parade.

***DPW:***

Terry Jones, DPW Superintendent

1. Activity Report – Terry updated the Board with his activity report. This report is filed at the Village Clerk’s office.

***WATER/WASTEWATER:***

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly report – Thomas updated the Board with his monthly report. This report is filed at the Village Clerk’s office.
2. Approve purchase of replacement engine – Motor replacement on Low lift generator for \$13,573.16. Thomas explained that this would be coming out of his budget and will discuss with EFPR, handling the transferring of monies from one budget line item to another with in his budget in order to cover cost.

Trustee Hyde made the **MOTION** to approve the amount to replace the engine on the Low Lift generator and to allow Thomas to move forward with EFPR to transfer money from his budget line items in order to cover this cost; Trustee Chrisman seconded; all in favor; motion carried.

3. Cellular Endpoints – Thomas discussed with the Board his recommendation to switch from model C to Model HLA to ensure timely delivery. This switch does not change the price at all, and all five members of the Board were in favor of this switch.
4. Sludge bid – Village Clerk opened the only bid that came in, and announced that Gillbuilt Transportation, Inc. won the bid.

Trustee Kellogg made the **MOTION** to accept Gillbuilt’s bid for \$.0625/gal. Delivered to Carthage Sewage Treatment and \$.0530/gal. Delivered to City of Watertown; Trustee Buker seconded, all in favor; motion carried.

***VISITOR:***

John Condino, Barton & Loguidice - John gave the Board a brief update on the REDI project for the Mary Street Dock project. The bid opening will be on November 3<sup>rd</sup>, 2021, 2:00 p.m. at the Municipal Building.

Trustee Hyde asked if John could clear up a misunderstanding some people had with the Village signing the contract with DANC for the administration services and not with B&L thinking it may save the Village money. John explained even though B&L could provide the administration services they prefer to stick to the engineering part of it being that is there specialty. He also explained that these services would not be free and would be added into the scope of work. At the end of the day using DANC for these services actually saves the Village money.

**REQUEST TO BE ON AGENDA:**

1. American Legion – Bricks and Monument – The Legion had some concerns regarding pavers that had not been put in at James Street Thousand Island Museum sidewalk, and some bricks that were coming out. The Board discussed this with the Legion members and they were happy getting the correct information.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes October 12<sup>th</sup>,2021
2. Payroll (P/R #10) 09/16/2021 to 09/29/2021 \$ 31,281.41
3. Teamsters H&H – Premiums \$ 17,753.78
4. Wire Transfer – Chase Bank 10/13/2021 \$ 2,000.00
5. Wire Transfer – JP Morgan Chase Bank 10/21/2021 \$2,983,337.50 (\$18,059.08 interest expense Hist. Dist.)
6. Abstract – 10/25/2021 \$ 62,090.03
  - General Fund \$ 52,633.76
  - Water Fund \$ 3,041.95
  - Sewer Fund \$ 6,414.32

Trustee Hyde made the **MOTION** to approve the consent agenda 1-6 as presented. Trustee Buker seconded, all in favor; motion carried.

**7. CAPITAL PROJECTS:**

<b>CAPITAL PROJECT'S</b>	<b>INVOICE #</b>	<b>AMOUNT</b>
<b>029- HISTORIC DIST. PROJ</b>	<b>TOTAL</b>	<b>\$2,031,400.70</b>
Historic Dist Proj BAN Payoff – Check # 1591 HH.0626.000.029 (\$11,268.61 Interest)	11/2021	\$2,011,268.61
Barclay Damon – Historic Dist Bond Counsel	5143197	\$2,500.00
CLDC- Grant Admin Hist Dist Infrastructure Imp Proj	10/2021	\$2,000.00
New Century Electric – Pay App #22	Pay app#22	\$15,632.09
<b>031- WWTP IMPROVEMENTS</b>	<b>TOTAL</b>	<b>\$3.31</b>
M&T Bank – Interest billing 03/16/2021 to 09/16/2021		\$3.31
<b>034 – FEMA (DOCK &amp; RIVERWALK)</b>	<b>TOTAL</b>	<b>\$98,143.71</b>
Barton & Loguidice – Prof services thru May 23, 2020	111311	\$7,800.00
Barton & Loguidice – Prof services thru June 27, 2020	111613	\$8,657.00
Barton & Loguidice – Prof services thru July 25, 2020	112077	\$9,620.00
Barton & Loguidice – Prof services thru August 28, 2020	112578	\$10,400.00
Barton & Loguidice – Prof services thru September 26, 2020	113214	\$8,105.46
Barton & Loguidice – Prof services thru October 24, 2020	113877	\$5,200.00
Barton & Loguidice – Prof services thru November 21, 2020	114722	\$4,550.00
Barton & Loguidice – Prof services thru January 23, 2021	115682	\$2,730.00
Barton & Loguidice – Prof services thru March 27, 2021	116717	\$4,810.00
Barton & Loguidice – Prof services thru May 22, 2021	118294	\$1,950.00
Barton & Loguidice – Prof services thru June 26, 2021	118525	\$4,940.00
Barton & Loguidice – Prof services thru July 24, 2021	119375	\$2,730.00
Barton & Loguidice – Prof services thru August 21, 2021	119965	\$24,050.00

<i>Barclay Damon – FEMA Bond Counsel</i>	<i>5143198</i>	<i>\$2,500.00</i>
<i>TI Printing Co. – Legal Notice Bond</i>	<i>170106</i>	<i>\$69.78</i>
<i>TI Printing Co. – Legal Notice – Estoppel</i>	<i>170857</i>	<i>\$31.47</i>

Trustee Hyde made the **MOTION** to approve the consent agenda #7 as presented. Trustee Kellogg seconded, all in favor; motion carried.

**OLD BUSINESS:**

1. Procurement Policy – The Board discussed the changes for this policy and will be sending to village attorney Joe Russell for approval.
2. Library draft addendum for Bldg. agreement – The Board discussed the draft addendum and Trustee Hyde made **MOTION** to approve the draft addendum for the building agreement with the Hawn Memorial Library; Trustee Chrisman seconded, all were in favor motion carried.
3. Draft Local Law #3 - Snow removal on sidewalks. This Local Law was presented to the Board. The public hearing to adopt this local law was set for November 22, 2021 at the Municipal Building at 5:30pm. An ad for this public hearing will be placed in the local newspaper and the Local Law will be placed on the Village webpage for the public to view.

**PUBLIC COMMENTS:**

*There were not public comments*

**MAYOR:**

1. Chamber of Commerce – Mayor Zimmer announced that the citizen of the year is Justin Taylor. Mayor commented on the Punkin Chunkin event and that everyone seemed to have a good time and the event was a success.

**EXECUTIVE SESSION:**

Trustee Hyde presented a **MOTION** to enter Executive session at 6:34 p.m. Trustee Buker seconded; all in favor motion was carried.

**Purpose:** *Discussions regarding personnel, and to discuss Current or Pending litigation*  
Trustee Hyde presented a **MOTION** to close Executive Session and enter into regular meeting at 7:20 p.m. Trustee Chrisman seconded; all in favor, motion was carried.

Trustee Hyde made **MOTION** to hire Robert Shultz at 35 hrs. per week working as a Laborer for the DPW department. He will be starting at \$15.50/hr. and is allowed up to 60 hours for comp time. His start date will be October 28<sup>th</sup>, 2021; Trustee Kellogg seconded, all were in favor motion carried.

**ADJOURNMENT:**

Trustee Hyde presented a **MOTION** to adjourn the meeting at 7:22 p.m. Trustee Kellogg seconded; all in favor motion was carried.

Respectfully,

Joanne Lenhard-Boye, Village Clerk