

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday March 28<sup>th</sup>, 2022 at 5:30 p.m.

***PRESENT:***

Norma Zimmer, Mayor  
Nancy L. Hyde, Deputy Mayor  
Joe Chrisman, Trustee  
John Buker, Trustee – arrived at 5:45 p.m.  
Terry Jones, DPW Supervisor  
Joanne Lenhard-Boye, Village Clerk/Deputy Treasurer

***ABSENT:***

Kevin Patenaude, Chief of Police  
Thomas Haynes, WWTP Supervisor, DANC

**Pledge of Allegiance/Call to Order:**

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

***VISITOR'S:***

**David Powers, Engineer II Barton & Loguidice**

1. Change Order No. 1 – WWTP Improvements Project

This change order reflects on the additional costs incurred by Dudley Construction to place and protect concrete and masonry for the Advanced Treatment building during winter conditions. The total cost for the additional work were incurred from November 5, 2021 to March 9, 2022. The cold weather protection efforts were necessary due to delays resulting from material availability. The total costs requested by the contractor was \$212,798.46, however the amount was reviewed and adjusted to a total of \$144,000.00. This change order also increases the contract duration by three (3) months to account for the delays.

Trustee Hyde made a **MOTION** to approve Change Order No. 1 for additional cost to Dudley Construction for the amount mentioned above, Trustee Chrisman seconded the motion all were in favor, motion carried.

**John Condino, Barton & Loguidice**

1. Contract amendment No. 3 – Mary Street Docks Redesign & Rebid

John asked Board to approve the Contract Amendment No. 3 for the additional engineering required for value engineering and to develop design alternatives to be included in the rebid of the Mary Street Docks project in order to bring the overall construction cost in line with the project budget. The purposed fee for additional engineering is \$45,700. Although the fee for engineering services has increased, the overall project cost has decreased and is within the project budget. Effectively, the village is funding additional engineering services in order to spend less on the capital construction cost and consequently less on the overall project.

Trustee Hyde made a **MOTION** to approve the increase in the contract amendment No. 3 as mentioned above, Trustee Chrisman seconded the motion all were in favor, motion carried.

***POLICE:***

Kevin Patenaude, Chief of Police

1. Activity Report was submitted to Board. 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 is filed at the Village Clerk’s office.

***WATER/WASTEWATER:***

Thomas Haynes, WWTP Supervisor – DANC

1. Monthly Activity Report was submitted to the Board
2. Resolution to award bid- Cellular Meter Upgrade Project

**VILLAGE OF CLAYTON**

**Jefferson County**

**Resolution #2022-5**

**Awarding Bid for Contract No. 1 for the Village of Clayton Cellular Meter Upgrade Project**

**WHERE AS**, the Village of Clayton solicited bids for the Village of Clayton Cellular Meter Upgrade Project, and

**WHERE AS**, the Development Authority of the North Country recommends that the Village of Clayton award Contract No. 1 – Endpoint Installation to New Century Electric, Inc. for the base bid in the amount of \$48,496.00, and

**NOW, THEREFORE BE IT RESOLVED**, that the Village Board of Clayton at its March 28, 2022 meeting authorize Mayor Zimmer to execute the Notice of Award to New Century Electric, Inc. Upon the receipt of bonds and insurance and approval by the Village’s attorney, the Village of Clayton Board authorizes the Mayor to execute the agreement and notice to proceed between the Village of Clayton and New Century Electric, Inc.

**BE IT FURTHER RESOLVED**, this Resolution shall take effect immediately.

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	Voted	yes
Nancy L. Hyde, Deputy Mayor	Voted	yes
John Buker, Trustee	Voted	absent
Joseph Chrisman, Trustee	Voted	yes

The foregoing resolution was there upon declared duly adopted.

**Dated: March 28<sup>th</sup>, 2022**

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes March 14<sup>th</sup>, 2022
2. Payroll (P/R #21) 2/17/2022 to 03/02/2022 \$43,915.56
3. Teamsters Health & Hospital \$ 15,022.12
4. Abstract 03/21/2022 – Prepays \$ 1,203.02
5. Abstract 03/28/2022 \$ 45,615.07
- General Fund \$ 23,018.92
- Water Fund \$ 5,761.97
- Sewer Fund \$ 16,834.18

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

**OLD BUSINESS:**

1. Water/Sewer Account 563-0 – The Board decided to waive the consumption fee. The meter was not working for over a year. This was not the consumer’s fault.

**CLERK:**

1. The Village Clerk introduced Draft Local Law #1 2022 Override Tax Levy Limit to the Board. A copy of the Draft Local Law #1 is available in the Village Clerk’s office.

The Board set a Public Hearing for Local Law# 1 for April 11<sup>th</sup>, 2022 at 6:00 P.M., located at the Municipal Building.

2. Village Clerk officially presented Tentative Fiscal Year 2022-2023 budget to the Board. This will be filed at the Village Clerk’s office for the public to view. Village Clerk will also post a copy onto the Village website.

The Board set a Public Hearing for the Tentative 2022-2023 Fiscal Year Budget for April 11<sup>th</sup>, 2022, at 6:00 P.M., located at the Municipal Building.

**MAYOR’S REPORT:**

- I. NYCOM reached out to ask for support on an increase in AIM funding. This was approved by the Board to support.

Trustee Hyde presented a **MOTION** to enter Executive session at 6:00 p.m. Trustee Chrisman seconded; all in favor motion was carried.

**EXECUTIVE SESSION:**

1. *Purpose:* discussions regarding personnel matters.

Trustee Buker presented a **MOTION** to close Executive Session at 7:20p.m. Trustee Hyde seconded; all in favor, motion was carried.

Board returned to regular meeting at 7:20 pm to vote on a raise increase of \$1.50 to Amanda Cantwell, Deputy Clerk, starting on March 31<sup>st</sup>, 2022. Amanda will be at the rate of 19.50/Hr.

Trustee Hyde presented a **MOTION** to approve the above raise, Trustee Buker seconded; all in favor, motion carried.

**ADJOURNMENT:**

Trustee Hyde presented a **MOTION** to adjourn the meeting at 7:21p.m. Trustee Chrisman seconded; all in favor motion was carried.

Respectfully,  
Joanne Lenhard-Boye, Village Clerk