

There was a regular meeting of the Board of Trustees of the Village of Clayton on Monday April 25<sup>th</sup>, 2022 at 5:30 p.m.

**PRESENT:**

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

**ABSENT:**

Kevin Patenaude, Chief of Police  
Terry Jones, DPW Supervisor

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

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

**VISITOR:**

Thomas LaClair, Historian – Thomas LaClair gave a wonderful presentation to the Board regarding the work that has been put into the 150<sup>th</sup> year celebration for the Village of Clayton. He also spoke about the history of Clayton that was officially formed on April 17<sup>th</sup>, 1872. He has placed in the Times EXTRA paper a beautiful write up of when and how the Village of Clayton started in 1872 to present. Mayor Zimmer thanked him for all his hard work and presented him with the Village of Clayton’s proclamation she had framed for him. He finished with asking to take a picture of the Board as a group. The Board also thanked Thomas LaClair, Historian for the Village of Clayton, and commented on how passionate he is about his work.

John Condino, Sr. Proj. Manager Barton & Loguidice

1. Resolution 2022-06 – Authorize bid award for Contract No. 1 General Construction REDI Project

VILLAGE OF CLAYTON 2022-06 RESOLUTION  
AUTHORIZING THE AWARD OF  
CONTRACT NO. 1– GENERAL CONSTRUCTION  
FOR THE VILLAGE OF CLAYTON  
REDI FUNDED INFRASTRUCTURE IMPROVEMENTS PROJECT

At a regular meeting of the Village Board of Trustees of the Village of Clayton, held on April 25, 2022, the following resolution was adopted by the Village Board of Trustees.

WHEREAS, the Village of Clayton (Village) is the Owner of the Village of Clayton REDI Funded Infrastructure Improvements Project (Project), located in the Village of Clayton, Jefferson County, New York; and

WHEREAS, pursuant to New York State Municipal Law, bids for Contract No. 1 - General Construction were received, publicly opened and read aloud on April 13, 2023 at the Village of Clayton Village Office; and

WHEREAS, the Village’s Engineering Consultant, Barton & Loguidice, D.P.C. (B&L), tabulated and analyzed the bids received, and D.C. Building Systems, Inc. has submitted the lowest bid for Contract No. 1 of the Project Base Bid with Additive Bid Item 995.3002; and

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED, that the Village Board of the Village of Clayton, does hereby authorize the issuance of Notice of Award to D.C. Building Systems, Inc. for Contract No. 1 of the Village of Clayton REDI Funded Infrastructure Improvements Project Base Bid with Additive Bid No. 1 in the amount of \$5,004,750.00; and

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:

John Buker	Trustee	Voted	Yes
Nancy L. Hyde	Trustee	Voted	Yes
Joseph Chrisman	Trustee	Voted	Yes
Norma J. Zimmer	Mayor	Voted	Yes

The foregoing resolution was there upon declared duly adopted.

Dave Powers, Project Engineer, Barton & Loguidice

1. Dave gave some updates to the Board on how the Wastewater Collection & Treatment Improvements Project is going. Construction started in September of 2021 and scheduled to be completed by September of 2022. He let the Board know the next Progress Meeting will be held on May 5<sup>th</sup>, 2022.

**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 was submitted to Board. This report is filed at the Village Clerk's office.

**WATER/WASTEWATER:**

1. Monthly Report – Thomas presented his report to the Board. This report is filed at the Village Clerk's office.

**CONSENT AGENDA:**

1. DRAFT Meeting Minutes April 11<sup>th</sup>, 2022
  2. Payroll (P/R #23) 3/17/2022 to 03/30/2022 \$31,192.85
  3. Abstract-04/15/2022 Prepays \$ 881.67
  4. Abstract-04/21/2022 Health Ins. \$15,022.12
  5. Abstract -04/25/2022
- |                     |                    |
|---------------------|--------------------|
| <b>General Fund</b> | \$10,827.29        |
| <b>Water Fund</b>   | \$ 8,246.46        |
| <b>Sewer Fund</b>   | <u>\$24,205.77</u> |
| Total               | \$43,279.52        |

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

6. Capital Projects: \$59,807.50

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

**OLD BUSINESS:**

1. Low Lift Apartment – The Board approved to send letter to tenant before sending the lease so the tenant has enough time to consider the raise in rent, which will be \$100/month increase this year’s lease (2022-2023) and \$200/month increase the next two consecutive years (2023-2024 and 2024-2025).

**CLERK:**

1. Resolution 2022-07 – Adopt **VOC Budget for FY2022-2023** – After much discussion the Board decided to adopt the FY2022-2023 Budget by resolution with a roll call vote.

**RESOLUTION 2022-07  
ADOPT THE FY2022-2023 VILLAGE OF CLAYTON BUDGET**

**WHEREAS**, a public hearing on the Village of Clayton Tentative Budget was held on April, 11<sup>th</sup>, 2022 at 5:30 pm., and all parties in attendance were permitted an opportunity to speak on the proposed 2022 -2023 Village of Clayton Fiscal Tentative Budget; and

Pursuant to Section 5-508 of the Village Law, State of New York, the salaries for the following Village Board members are specified in said Tentative Budget of maximum compensation for the Mayor of \$5,000 per annum, for Deputy Mayor of \$575 per annum and a total for all Trustees of \$11,000 per annum

**NOW, THEREFORE, BE IT RESOLVED**, that in pursuant to Section 5-508 of the Village Law, the Village Board of the Village of Clayton hereby:

**ADOPTS THE 2022-2023 FISCAL BUDGET**, as the Budget for the Village of Clayton Fiscal year 2022-2023; and

**BE IT FURTHER RESOLVED**, that the Village Clerk is hereby directed to file the Annual Budget for the Fiscal year 2022-2023 with approved adjustments posted and prepare and certify duplicate copies of said annual budget hereby adopted.

**BE IT FURTHER RESOLVED**, that the Village Treasurer is directed to present the certified copies of the FISCAL Year 2023 Budget to Jefferson County, as required by law.

The foregoing Resolution was offered by Trustee Buker, and seconded by Trustee Hyde, and upon a roll call vote of the Board the following votes were:

The foregoing Resolution was offered by Trustee Hyde, and seconded by Trustee Buker, and upon a roll call vote of the Board of Trustees was duly adopted as follows:

Mayor Zimmer	Voting YES
Trustee Buker	Voting YES
Trustee Hyde	Voting YES
Trustee Chrisman	Voting YES

2. LDC – Approve LDC to appoint Mike Hazlewood as new Board Member  
Trustee Hyde presented a **MOTION** to appoint Mike Hazlewood; Trustee Buker seconded; all in favor, motion was carried.

3. Water/Sewer, Sidewalk Snow Removal and Historic Electric Conversion – Relevy on 2022 taxes.

Trustee Chrisman presented a **MOTION** to approve the 2022 Relevy for water/sewer, sidewalk snow removal and Historic Electric Conversion; Trustee Hyde seconded; all in favor, motion was carried.

***MAYOR’S REPORT:***

1. Mayor Zimmer announced to the Board that she has appointed Tony Randazzo as Trustee to replace Jeremy Kellogg’s term which will end November 2022. Tony will begin May 1<sup>st</sup>, 2022.
2. Rotary Club donated \$2,000 dollars to the Village from the donations they receive for the Rotary Dock bathrooms. DPW department does a great job keeping them clean, and The Village will be doing some maintenance work on the roof soon.

Trustee Hyde presented a **MOTION** to enter Executive session at 6:50 p.m. Trustee Buker 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 7:20 p.m. Trustee Hyde seconded; all in favor, motion was carried.

Trustee Hyde presented a **MOTION** to allow Water/Sewer department to establish their own Union contract; Trustee Buker seconded; all in favor, motion carried.

***ADJOURNMENT:***

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

Respectfully,

Joanne Lenhard-Boye, Village Clerk